



DR. LOSIER MIDDLE SCHOOL
HOME OF THE KNIGHTS EST. 1983

Student and Family Handbook

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Welcome

Dr. Losier Middle School is an excellent school with a wonderfully connected group of staff, students, families and community partners. When you come to DLMS you can expect to find someone to connect with, the staff will start with what you know and give choice in what and how you learn, and students will know what they are learning any why?

At our school we promote an atmosphere of respectful open-mindedness and flexibility among our staff and students. We embrace the challenges and the gifts that go hand in hand working with the children and families that we serve. We will be supportive of one another so that we can all feel a sense of pride and fulfillment in the daily work that we do.

Judson Wayne
Principal

Troy Cabel
Vice Principal

Vision

To create a safe, responsible and respectful learning environment for all Knight. Where all Knights find someone to connect with. Starting with what you know and give choice and relevance in learning.

Mission



Dr. Losier Middle School Staff

Teaching Staff
Beals, Whitney
Cabel, Troy (VP)
Corlett, John
Coughlan, Karen
Frost, Tanya
Gilks, Kim
Gaudet, Melanie
Hache, Dom
Hutchison, Krista
Keating, Greg
Martin, Zac
McCallum, Mike
Moar, Jeremy
Mullin, Kelly (EST-R)
Murphy, Kyle
Reid, Lindsay
Richard, Gerry
Richardson, Brian (EST-G)
Squire, Marie-Louise
Stewart, Nancy
Turner, Lindsay
Waye, Judson (Principal)

Education Assistants
Canistro, Tabatha
Dickson, Dawn
Doucet, Denine
Gray, Anthony
Kane, Teri
MacLean, Rhonda
McEachern, Susan
Murdock, Jocelyn
Murdock, Kyle
Veriker, Margo
Young, Jessica

Admin Assistant
Fletcher, Alana

Behaviour Mentor
Brideau, Kevin

Custodians
Burns, David
Gagnon, Tracy (CII)
Hallihan, Jason (day)
Theriault, Norman

Library Assistant
Weeks, Betty Lou

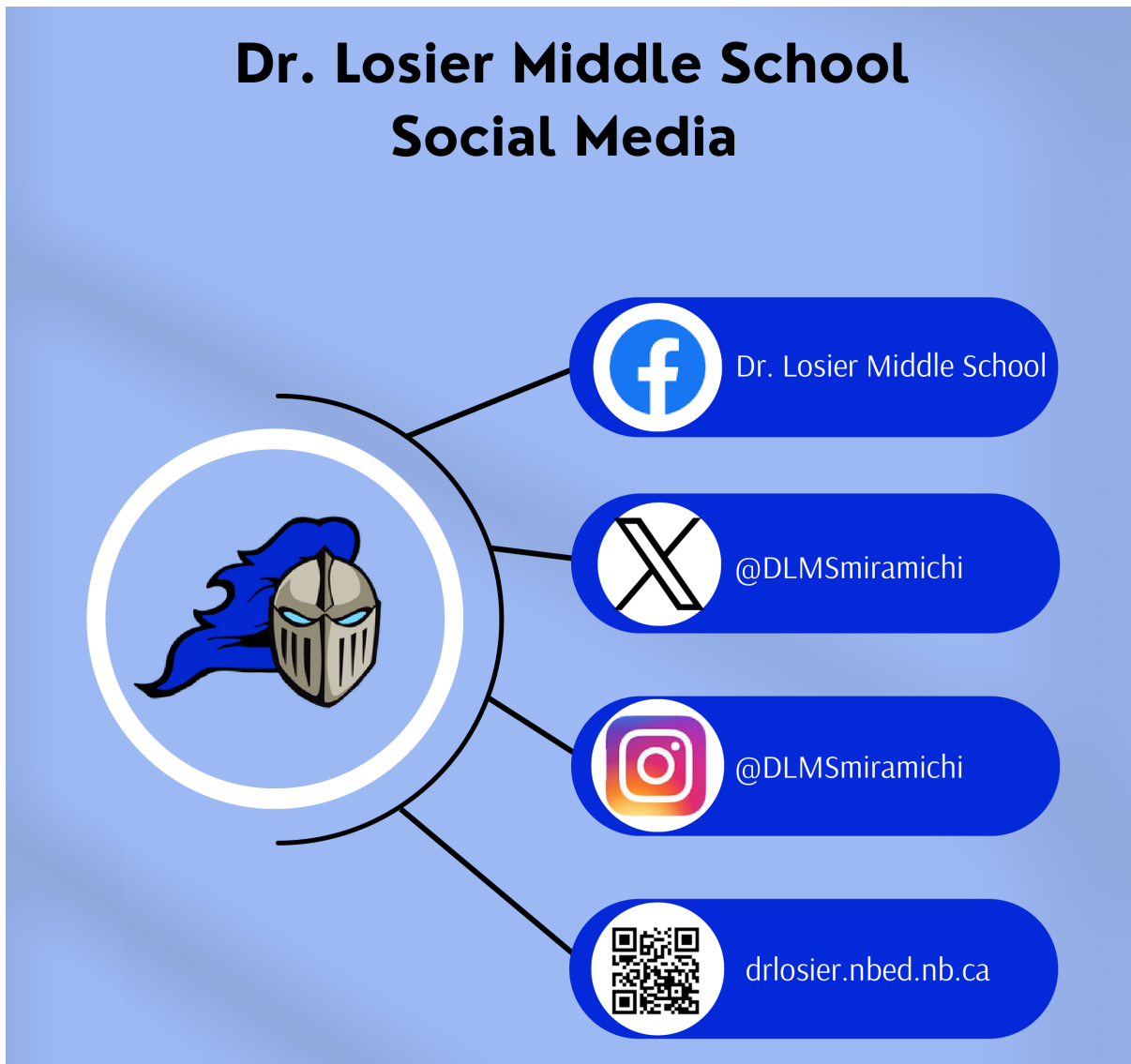
Cafeteria
Dwyer, Jeannie

School Contact Information and Social Media





Dr. Losier Middle School
124 Henderson Street
Miramichi, New Brunswick
E1N 2S2

Main Office - 506-778-6077

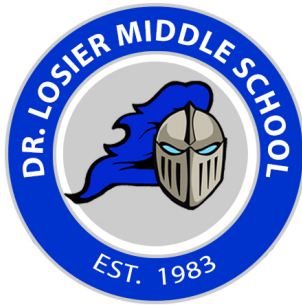
Dr. Losier Middle School Social Media



The graphic features a central circular logo on the left containing a blue plumed helmet. Four lines radiate from this logo to four blue rounded rectangular buttons on the right. Each button contains a social media icon and associated text: a Facebook 'f' icon with 'Dr. Losier Middle School', an X icon with '@DLMSmiramichi', an Instagram icon with '@DLMSmiramichi', and a QR code with the website 'drlosier.nbed.nb.ca'.

-  Dr. Losier Middle School
-  @DLMSmiramichi
-  @DLMSmiramichi
-  drlosier.nbed.nb.ca

School Logo



Home of the Knights

School Improvement Plan

School Area of Focus 1- Improve Student Connectedness

- Action Plan - What it means to be a Knight
- Focus - Using the Continuum of Motivation by Bray and McClaskey to move away from Extrinsic (teacher-centred) towards Intrinsic (Achievement and Self-Actualization) motivation.
- Outputs:
 - Monthly Challenge Cup activity to accompany Spirit Weeks
 - Monthly Recognition Ceremony
 - Solicit student input to improvements that make the school safe, and people responsible and respectful
 - Enhance student leadership program beyond the current scope and integrate all opportunities under one umbrella

School Area of Focus 2- Literacy

- Action Plan - Improve Literacy
- Focus -Personalized Instruction (Reading, Writing, and Spelling Continuum - Data-Driven Implementation)
- Outputs:
 - Implementation and support with:
 - Writing skills continuum document
 - Reading skills continuum document
 - Spelling skills continuum document
 - Data collection of student achievement Pre- and post- assessments
 - Response to collected data through co-teaching and targeted interventions through classroom time, pull outs, and RTI
 - Implementation of intervention units for grammar, wholistic writing, reading habits, and reading comprehension.

School Area of Focus 3- Numeracy

- Action Plan - Improve Numeracy
- Focus - Flexibly-grouping students based on progress and achievement using the RTI model to support based on the needs of the individual.
- Outputs:
 - Development of Norms and Expectation for students
 - Time-stamping progress and goal setting with students
 - Students are grouped based on initiative/independence learning habits and progress within the RTI model
 - Practice booklets that are aligned to Holistic Curriculum and provide an instructional video for support
 - Response to collected data through targeted interventions and RTI placements

School Day

Time	Activity	Staff Obligation	Student Protocols
7:45 - 8:10	Morning Arrival	Admin	Student go to locker and return to cafeteria
8:10-8:40	Morning Options	Options Activity or PLC	Proceed to choice activity
8:40 - 8:50	Homeroom	Homeroom teacher	
8:50 - 9:34	Period 1	As per teaching schedule	
9:34 - 10:18	Period 2	As per teaching schedule	
10:18 - 10:26	Break	Staff visible in general area	Move to Period 3
10:26 - 11:23	Math Block	As per teaching schedule	Flex Grouping
11:23 - 12:07	Period 4	As per teaching schedule	
12:07 - 1:07	Lunch Block	RTI supervision	Cafeteria & RTI
1:07 - 1:51	Period 5	As per teaching schedule	
1:51 - 2:35	Period 6	As per teaching schedule	
2:35 - 3:10	Design Block		Choice activity
3:10 - 3:20	End of Day Homeroom	Homeroom teacher	Student return to homeroom

Arrival/Departure

Staff begin morning supervision at 7:45am. Students may arrive at school between 7:45 and 8:40am.

Morning drop off procedure

Any family who chooses to drive their child(ren) must use the drop off lane on the left of the school (see image below). Drivers are asked to park in the yellow zones to safely allow students to exit the vehicle while other vehicles can continue to move in the driving zone.

- School community members who are entering the school are asked not to park in the student drop off area and are asked to either park in the shared area with JMH or at the rear of the building.

Student Drop-off Area



Walkers

Students are encouraged to be active, a great way is for students who live close enough to walk to school. Students can also use a bicycle, scooter or skateboard to come to school, but they must park them in the designated area and are left at their own risk. Bicycles, scooters, skateboards, and Heelys are not permitted in the school.

Student Walking Area



Students who walk, bike, scooter, or skateboard to and from school must enter/exit using Vanstone Avenue. Once on the property, cross the student cross walk, then proceed on the yellow zone until they reach the front entrance.

Bus Area



These procedures are in place to ensure safety of all students. They are only as effective as the willingness of everyone to adhere to the rules. Thank you for your cooperation. The safety of all students is our top priority.

All doors are promptly locked at 8:40am. All students arriving after 8:40am need to enter the school through our main doors at the front of the building. The Administrative Assistant will buzz the student in. Any students who arrive after 8:40am need to sign in at the office before going to their homeroom class.

- Students are not permitted to leave the school property after arriving at school unless they are signed out by a parent/guardian or arrangements have been made between the home and school. When parents and guardians are picking up students, they will be asked to either call the main office (778-6077) or ring the bell at the door.

Pick up procedure

Walkers and students being picked up are dismissed around 3:15pm. Students who take the bus, are called out of homeroom as the bus arrives usually, around 3:18pm. Students are supervised as they leave by assigned staff. All students leave through the front door.

- Families who are picking up are asked to park along the entire length of the designated pick up area (yellow zone - see image of student drop off area above).
- Students walking, biking, scooting, or skateboarding are asked leave down the yellow zone, crossing the cross walk and exiting through Vanstone Avenue.
- First Group of Busses - Bus students who are called for the first group of busses are asked to find their bus as they will be parked along the entire perimeter of the bus zone.
- Remaining Busses - After the first group of busses has left, remaining students are called from homeroom to the cafeteria to wait for their bus. Bus students who are called for single busses by the duty teacher in the cafeteria will enter their bus at end of student walkway.

ASD-N Bus Conveyance Policy

Dr. Losier Middle School cannot accommodate any request for alternate bus stops or bus passes. Students are assigned one pick-up point and one drop-off point, the same stops for every day of the week. The only exception to this would be for shared custody agreements.

School Bus Rules

1. Be on time and never stand on the street or highway while waiting for the school bus.
2. Be absolutely quiet while the bus is approaching and crossing a railway.
3. Students will be picked up and discharged only at the bus stops approved by the

District Education Council.

4. Obey the driver promptly and avoid any unnecessary conversations with him/her while the bus is in motion.
5. Do not cross in front of the bus nearer than three meters and only after looking carefully in both directions.
6. Occupy seats assigned by the driver or other school officials.
7. Obtain approval by the driver to open Emergency Doors or bus windows. Do not throw anything out of the window or extend arms, hands or legs through openings.
8. Do not throw refuse on floor of the bus and help the driver to keep the bus clean.
9. The use of tobacco, including Vape products, in any form is not permitted on the bus.
10. Be courteous to the driver and fellow passengers. Rough or boisterous conduct will not be permitted on the bus.
11. In case of any road emergency, remain seated in the bus until ordered to evacuate.
12. Repairs to wilful damage occurring on the bus must be paid by the offender.

Assemblies

As part of our Being a Knight improvement goal, DLMS has a monthly assembly to recognize students by sharing some Shout Out!, recognizing students who have gone above and beyond, and to share highlights and updates from our Spirit Weeks and Challenge Cup activities. Because of the capacity limitations of our theatre, our assemblies are live streamed for the school community to view. We share a link to the live stream on our school website and school social media.

Birthdays

At DLMS we love to celebrate! Student birthdays will be recognized on on their birthday via the morning announcements.

Breakfast Program

Thanks to funding from Miramichi Big Brothers & Big Sisters we offer breakfast to all students. Breakfast is available in the Foods Lab starting at 8:05 and closes around 8:30am. Students can apply to Breakfast Program design block if they are interested in helping with food prep and serving.

Bullying Awareness, Prevention, and Intervention

When a conflict occurs, everyone involved has equal power in the relationship. Both individuals might be emotional and upset, but neither is seeking control or attention. When people experience conflict, they often feel remorse and take responsibility for their actions. Bullying on the other hand, is a deliberate act. The goal is to hurt, insult, or threaten another person. There is also an imbalance of power. A bully exerts control over others by intimidating, harassing, threatening, or humiliating them. However, not every hurtful action is bullying. Sometimes, it is simply unkind behaviour.

Each Fall our Guidance Counsellor will visit classrooms so that students learn about navigating conflicts/boundaries in a healthy manner.

School Response to Bullying:

- Restitution
- Resolution
- Reconciliation

The ultimate goal of any form of intervention are changes in thinking and behaving.

Bus Discipline

The safety of all students who ride on our school buses is a matter of concern to the staff at DLMS. Bus transportation is a privilege that can be revoked for any student whose behaviour is unacceptable.

The following procedures are followed when students are reported for bus misbehaviour:

- The student(s) and witnesses may/will be interviewed by the administration to provide an accurate account of the incident.
- Following an investigation, the student may/will receive one or more of the following consequences: a verbal warning, a warning letter and/or a letter of bus suspension. There are two classes of offences for which a driver can file a bus report on students.
- Class One offences can result in a verbal warning, a written letter of warning, or an immediate suspension of bus privileges. Examples may include: noisy behaviour, switching seats, spitting, or other similar offences.
- Class Two offences are more serious and usually will result in a one-to-five-day suspension of bus privileges. Examples may include: offensive language, physical aggression, or vandalism.

Canteen

Each day our canteen will be open during morning break from 10:18 - 10:25am. The canteen will be open on the second floor in the lobby. Students are invited to bring a small amount of money for the canteen to purchase a snack of their choice and support year end field trips and celebrations at our school. There is also an opportunity for students to volunteer to assist with organizing the canteen.

Child Absences from School/ Safe Arrival/Student Attendance

At DLMS one of our greatest priorities is ensuring that all students arrive safely at school each day. To enhance our existing absence-checking procedure, we use a Safe Arrival system. This reduces the time it takes to verify student attendance, makes it easy for families to report your child's absence and easy for staff to respond to unexplained student absences.

With Safe Arrival, you are asked to report your child's absence in advance using any of these three convenient methods:

1. Using your mobile device, download and install the SchoolMessenger app from the Apple App Store or the Google Play Store (or from the links at <https://go.schoolmessenger.ca>). The first time you use the app, select Sign Up to create your account (use the email address you have on file with the school). Select Attendance then Report an Absence.
2. Use the Safe Arrival website, <https://go.schoolmessenger.ca>. The first time you use the website, select Sign Up to create your account. Select "Attendance" then "Report an Absence."
3. Call the toll-free number 1-833-219-9065 to report an absence using the automated phone system.

These options are available 24 hours/day, 7 days a week. Future absences can be reported at any time.

In addition, we will use the School Messenger Communicate automated notification system to contact families whose child is absent when the absence was not reported in advance. The automated notification system will attempt to contact families at multiple contact points until a reason is submitted for the absence. If our system is unable to reach the designated contacts, office staff will follow up.

When you report your child's absence in advance using the SafeArrival toll-free number, website or mobile app, you will NOT receive these notifications.

ASD-N K-12 Attendance Plan

Regular attendance is mandatory for all students in ASD-N schools. Research has shown a clear link between school absences and academic achievement. Students who regularly miss school may also feel more socially isolated as a result. ASD-N has developed this plan to ensure your child's success.

K-8 days absent	School Actions
5+	<ul style="list-style-type: none">• Teacher contacts parent/guardian,• Teacher informs school administration of contact.
10+	<ul style="list-style-type: none">• School administrator contacts parent/guardian,• Parent/guardian invited to meeting,• Administration, with the support of EST-Guidance, EST-R and/or other relevant staff, in addition to the student and parent/guardian, will develop a student attendance intervention plan,<ul style="list-style-type: none">• An academic support plan (arranged through EST-Resource) may be required to assist the child.
15+	<ul style="list-style-type: none">• Formal case conference will be held with parent/guardian, student, district personnel and school administration,<ul style="list-style-type: none">• School may request student to remain at home until conference is held,• Interventions may include alternate education scheduling and/or programming options for the student,• Ongoing absenteeism may result in grade retention.

Communication

It is very important that we have clear communication between school and home. The administration will communicate a weekly message to families via e-mail that will contain items of interest in the short term and long term dates to circle on your calendar.

It is understood that the opportunity for a child's major learning experiences occur in the home, particularly during the preschool years. It is also recognized that a good working relationship between the school and the home can only be to the benefit of the child. The staff at DLMS undertakes to maintain a high level of communication and dialogue with the families of the children in our charge. Communication may take the form of meetings and conferences, phone communication, notes, letters, and social media and website posts.

Custody Arrangements

It is important for the school administration and classroom teacher to be aware of any custody arrangements, and if there are any court orders prohibiting a parent or other adult from having contact with the child. A copy of the specific court order must be in the child's school record. In some cases, parents who have children under joint custody request that both parents receive copies of the school report cards and other documents. Parents or guardians should inform the administrative assistant if this is the preferred arrangement.

Department of Social Development Protocols

As Educators working with a vulnerable population, we have a legal duty to report suspected cases of child abuse without delay. Failure to report such information is an offense under the Education Act. Child Abuse can include Sexual Abuse, Physical Abuse, Physical Neglect and Emotional Maltreatment. All types of abuse are subject to intervention under the Family Services Act.

Design Block

Design Block is a dedicated period each day that teams the passions of staff with the passions of the students in the form of innovative projects. Design Block is flexibly grouped amongst all students, because we want everyone to have the opportunity to learn about their passion. We will be running three (3) design block rounds, prior to each round, a menu of offerings is shared with students and families. We encourage everyone to read about the projects prior to making their choices. Then we survey the students, they identify their top 4 choices and we do our best to give them their first choice if possible. From there, students are placed in a project and they work on that project each day until Exhibition night. That is their opportunity to showcase their learning to their parents.

Expectations of our Staff

To the best of our ability, our staff will:

1. Provide a safe, orderly environment where every child has an opportunity to learn to his/her potential.
2. Encourage the social, emotional, physical, and academic growth of our pupils by providing a variety of educational opportunities.
3. Keep families informed about the progress of their children, both through formal and informal means.

4. Respect children as young persons who come from various backgrounds and who bring different abilities to school.
5. Model appropriate attitudes and behaviours for our students.
6. Provide discipline, which is based on our training.
7. Base decisions on what we believe to be in the best interest of the child.

*If families need to discuss an educational concern, they should contact their child's teacher and set up an appointment. Appointments will take place in the form of a telephone conversation, virtual meeting, or an in-person meeting. If families are not satisfied with the outcome of the meeting, they may contact the administration.

Extracurricular Activities & Clubs

We in the Dr. Losier Middle School community want students to experience the challenges, camaraderie, and excitement of as many sports as possible. We try our best to run a complete season without overlapping into the next so that students get the chance to experience multiple sports. These seasons will become longer in high school and there may be a requirement to choose one sport over another. In middle school we strive for exposure over specialization.

Those students playing on a school sports team are expected to pay an athletic fee. The athletic fee is designed to cover costs of officials and end of season championships. The athletic fee for each sport will vary based on expected costs. Our Drama club expects to put on performances throughout the school year. Drama club organizers charge a fee to off-set the costs of scripts, costumes and set design, and travel costs.

- All extra-curricular fees will be paid to the organizing staff member or the office and should be submitted no later than one week after the activity begins. Students will not be issued uniforms until the fee is paid or arrangements for payment have been made.
- Players and club members will pay a \$20 uniform deposit that will be reimbursed after the uniform has been returned in the appropriate condition.
- Students or parents who, for a variety of reasons, may have difficulty in meeting these requirements are asked to contact the school administration.

In order to attend school dances, play on a sports team, or participate in any after school activity, students **MUST** be present during the school day. Medical appointments are an acceptable example of a reason for absence, provided there is a note and school administration has been notified.

Field Trips

In recognition of the educational value possible from well-planned travel, it is the intent of the staff at Dr. Losier Middle School to encourage the participation of our classes in worthwhile educational excursions. Families will be sent a consent form at the beginning of the school year for all field trips. Families will be sent specific communication with details of upcoming field trips and volunteering may be requested depending on the nature of the trip.

Fire-drill and Emergency Measures

In the Fall we practice our emergency procedures. We will have a minimum of three practice drills. The first will be an announced drill. The second will be an announced drill to staff only, and the third will be an unannounced drill that could involve a member of the Fire Department coming to the school to evaluate our fire drill procedures. When the fire alarm is sounded, everyone must exit the building. Guidelines for behaviour include walking and remaining calm and quiet while exiting the building. When the drill is completed, administration will advise staff that it is safe to return to the building and then classes may proceed back into the school. We will also practice an off-site evacuation. As a school we will walk to NBCC Miramichi Campus as our off-site location. Other arrangements for those students with mobility issues or limitations will be made. We will be certain to communicate with families when we have our practice drills.

A **Lockdown drill** is practiced once at the beginning of the school year. This drill is announced to all students and staff, and is discussed in each class by the homeroom teacher. When the announcement is made for the school to go into a lockdown, classrooms will follow their reviewed procedures and remain in place until the announcement is made to notify everyone that the drill is over. We communicate the importance of these drills in a sensitive manner, explaining to children that we have ways that we stay safe both inside and outside the school building.

A **hold and secure** occurs when there is a disruption in the building that needs to be mitigated, and requires classroom teachers to close their doors and carry on with normal classroom activities and routines. An announcement will be made when classes can reopen their doors and students can reenter the hallways.

Footwear

While in the school clean shoes or gym sneakers are to be worn by all students. Students are asked to keep a clean pair of footwear in their locker that they can wear.

By adhering to this policy, we will greatly assist with reducing sand, water, mud and dust in the building. Wearing the proper footwear will help us keep our building clean.

As part of the DLMS School Policy, students are prohibited from wearing steel toed footwear and Heelys. Students who wear these items to school will be asked to change into appropriate footwear.

Homework

Students who complete homework regularly are more successful. At the discretion of the teacher, homework may be assigned for the following reasons:

- to reinforce understood concepts
 - to complete work that was started in class
 - to encourage development of study habits
 - to be successful in summative assessment situations
- The student, the home, and the school have responsibilities in this area. Parents should have conversations daily with students regarding homework and frequently monitor students' notebooks, Team site and assessment results. If there are questions or concerns, a parent or guardian may make inquiries at the school.

Humanities Subject Norms:

- Humanities teachers (ELA, FILA, PIF, Social Studies) teachers will communicate expectation directly with students. Long term assignments will be posted on their classroom Team site.
- All students should be reading a minimum of 15 min each night.

FAQ's from Parents about Math Homework

1. Do students at DLMS have math homework?
YES, we do expect students to finish work started in class that day at home that night.
2. How do I know when my student has homework?
Because each student is at their own pace, we do not post homework. However, we do have a system that parents can easily use to monitor their student's progress.
 - Each student should be using a duotang to store their math work.
 - Inside their duotang you will find an "outcome checklist" for their current unit. This checklist contains the work students need to do in order to complete their current unit.
 - As students complete a lesson, a staff member signs off – your child would be working on the next section that is not signed off.

3. What do the teachers expect of students and parents for homework?

We expect parents to have a conversation with their children nightly, to check their progress and if they have a section that can be completed, to give them time to do so.

- They would never have more than one section to complete in a night.
- We would never expect parents to need to teach a concept – if students run into a question that they cannot answer,
 - they can skip the question and try the next one;
 - they can problem solve to see if they can solve it or;
 - they can bring that to their teacher the next day.

Home & School Committee & Parent Volunteering

DLMS encourages the participation of the school community to help us be more successful to deliver for your students. We realize that at middle school, students may not want their parents to be visible in the building. However, support from outside is always encouraged. DLMS organizes a Home and School committee to assist with fundraising for out school. Notices of meetings are sent out via school messenger and are supported by school staff volunteers.

We also look for volunteer coaching to offset the demand. Calls for coaches come from out PE staff. If you are interested in volunteering in any capacity, please contact the school.

Lice

In order to contain the spread of lice at school, students whose hair has adult lice and/or eggs (nits) will have their parent or guardian called to come and take the student home. We recognize that having lice is not a sign of uncleanliness and always act in a gentle manner keeping the child's feelings and privacy in mind. We regret having to take this action, but lice are highly transmittable as well as costly and time consuming to get rid of. Therefore, the school must ask the family to keep the child(ren) home until all live lice and nits have been removed. It is necessary to remove all nits or eggs as not all nits are killed by treatment. If nits are found the student will remain in the classroom until taken home; however, if live lice are observed, the child will be removed from the classroom. Whenever nits or lice are found at school or when a family informs the school that his or her child has lice, a letter will be sent home to families via school messenger of all children in the same class advising them to check their child(ren) for lice.

Lost and Found

Items are stored downstairs outside of the Phys Ed area. Before each parent teacher meeting, we will lay out lost and found items in the lobby and classes will visit for students to retrieve lost items. In an effort to keep our Lost & Found items to a minimum, families are asked to write their child's name on all items, including sweaters, jackets, sneakers, and water bottles. Any items remaining are donated to local community groups.

Lunch Break & Leisure Time

Our cafeteria is operated by Chartwells. It is opened daily for lunch. Depending on staff, they offer warm meals and A La Carte items for students to purchase. For students who bring a lunch, we have 3 microwaves to heat up food. Because we do not want anyone to go hungry, anyone who does not have a lunch can get a bagged lunch free of charge from the office, just see the staff on duty.

Students have a 30 min lunch break, around halfway through students are offered an opportunity for Leisure either outside or in the gym. Students can also stay in the cafeteria if they choose.

Dr. Losier Middle School is a closed campus, meaning that students are not permitted to leave school grounds without being signed out by a parent or guardian. Any student having food dropped off, should make arrangements for the food to arrive before their lunch break and it will be housed in the office for them to pick up.

Medications, Allergen Free Environment, Communicable Diseases, Exclusion from School

The school will do its utmost to work with the home regarding medical prescriptions which are to be administered during the school day. Staff members will supervise students taking medication provided the following parameters are observed:

- For all students who take medication regularly or occasionally, an official form must be completed explaining the details of the medication. Please note that it is a policy of the Department of Education that we cannot administer medication unless this form is on file at the school. This form is available at the school.
- The school is not to be held responsible for long term storage or lost medicine.
- Medicine must be kept in the original container from the drug store.

Important Note: Medic Alert Forms must be completed for all students with serious health issues as soon as possible.

Allergen Free Environment

Dr. Losier Middle School is a nut free and scent reduced environment. We must have everyone's cooperation by:

- not sending any food product containing nuts (please check labels carefully).
- not wearing perfumes, strong deodorants, body sprays and hair sprays (please recognize the seriousness of allergies. Due to our commitment to providing a safe learning environment for all, these expectations must be strictly enforced).

Communicable Diseases & Exclusion from School

In the best interest of the student body, all families are asked to respect the Department of Health guidelines regarding communicable diseases.

Outdoor Play/Playground Behaviours and Expectations

It is the expectation that all children play in a safe and respectful manner during outside time. Outside, students are expected to be "Hands Off, Words Off, Feet Off." Staff supervising are diligent in their supervision; circulating constantly and monitoring student interactions. Students who are not following our outside expectations may be given a verbal warning first. Next, students may be told to sit out for a period of time that is deemed appropriate.

Incidents involving significant behaviour are to be reported to the office for further investigation, consequences, and communication with families. As a proactive measure PE teachers will train students on playground expectations at the beginning of the year.

Significant behaviours include:

- Profane language directed towards another person
- Property damage
- Physical aggression

During the leisure portion of student's lunch break, an opportunity will be given to those who wish to go outside. This will only occur in the fall (Sept - Nov) and Spring (May - June) when weather is nice. During the days of inclement weather and the winter months, students will have open gym time.

Outdoor Leisure Area

Other opportunities to go outside could be choice during morning options or as part of physical education class.



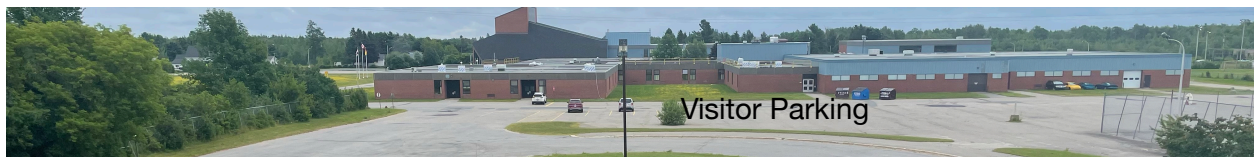
Parent School Support Committee

A Parent School Support Committee (PSSC) will be established for our school in September. A formal election will be held (if required) to fill the membership requirements. The mandate of the PSSC is to assist in the creation and monitoring of the School Improvement Plan. The Principal is responsible for establishing the PSSC, attending all meetings and working with this group. This committee meets in the evening 6 times per year. We welcome and encourage any parents/guardians to reach out to express interest in this committee.

Parking

Visitor parking can be confusing to guests, since the front of the building has the bus drop off. Visitors have two options to park:

1. At the front of the building, in the shared space between James M Hill and DLMS.



2. At the rear of the building, entering from Vanstone Ave.



PBIS- Positive Behaviour Interventions and Supports

At DLMS we are a PBIS school, and you will probably hear lots about this from your child. PBIS stands for Positive Behaviour Interventions and Supports, and it is a system whereby students are given the opportunity to learn and practice our commonly agreed upon school-wide expectations. Students are positively reinforced for mastering the expectations and demonstrating the positive behaviours.

Students learn about our school code of conduct- Be Safe, Be Respectful, Be Responsible in all out school environments including classrooms, hallways, outside and eating times. When students go above and beyond they can be recognized with a Shout Out! We have a monthly recognition ceremony that highlights some of the Shout Outs! And we recognize students who have gone above and beyond.

Policy 711

Policy 711 is the Healthy School Food Environment policy. The goal of the policy is “supporting a healthier school food environment helps students attain their full potential by providing them with the skills, social support, education and environmental reinforcement they need to adopt lifelong healthy eating behaviours and attitudes;” Only foods of high nutritional value are to be offered and sold at school. The full policy can be viewed at: <https://www2.gnb.ca/content/dam/gnb/Departments/ed/pdf/K12/policies-politiques/e/711A.pdf> As per direction from the superintendent a school can identify 2-3 special occasions when we may offer foods of a lower nutritional value. We ask that families respect the policy and refrain from sending food into the school that is intended to be shared with the class.

Progress Reports/Exhibition of Learning/Parent Teacher Conferences

Three formal report cards will be issued per child each year; formal Parent/Student/Teacher Conferences will be scheduled after term one and term two Report Cards. Participating in parent teacher conferences is encouraged, but not mandatory. Families can choose the meeting format by attending in person or virtually on Microsoft Teams or scheduling a phone call with specific staff.

Term one reports will go home early December, term two reports will go home early April and term three reports will go home on the last day of school in June. An Exhibition of Learning will be scheduled in conjunction with parent teacher to showcase student learning from the term. These will be open house nights for families to see the work of their student and to interact with staff about their progress. Formal parent teacher meetings will take place the following morning.

School Cash Online

Dr. Losier Middle School continues to offer School Cash Online as a method of payment for most school fees including student fees. It is important that all families pay their school fees or we will not have the funds available to schedule special events and opportunities that all of our students enjoy.

School Cash Online shows all the school fees available to your student for purchase. You can then view and choose to purchase these fees online through payment methods, including credit cards and visa debit. You can also stay informed of upcoming events and keep track of which school fees require your attention.

Register today – a simple task that takes two minutes – by visiting <https://asdn.schoolcashionline.com> All you will need your child's first name, last name and date of birth to register. Should you encounter any difficulties, you can use the parent help desk at 1(866) 961-1803 or by visiting schoolcashionline.com/Home/Support or call our school administrative assistant at 506-778-6077.

School Closures/ Inclement Weather

The options are as follows:

1. Schools are open as usual, and no announcement will be made.
2. Schools are closed for the day with the appropriate announcement being relayed to the radio stations as well as on the ASD-N Twitter account and on the ASD-N website by 6:00am - 6:30am.
3. Some schools in the area are closed and the announcement will be made via the radio station as outlined above.
4. Buses are delayed one hour with all schools in ASD-N opening on time. Teachers are expected to be in their classrooms at the regular time, whenever possible, and to provide supervision and instruction i.e. of a remedial or review nature. Attendance will not be taken until the buses arrive.
5. Schools may be closed early if weather conditions deteriorate seriously during the day. In this case, schools will be informed by District Office personnel, and families will be informed via School Messenger. This option will be exercised very rarely since road conditions are often better at the end of the school day when transportation crews are expecting students to be dismissed.

You are urged to listen to the radio, check the ASD-N website or Twitter page early in the morning during inclement weather conditions so that you can be informed of the school closings. Also, you are reminded to check the walking conditions in your area before your child(ren) is/are going to school, then you ultimately have the final decision as to whether or not to send your child(ren) to school, either walking or on the bus. Additionally, school bus drivers are encouraged to exercise caution and their own discretion when encountering unfavorable road conditions in their area.

School can also be closed for other reasons

Closures may happen under clear sunny skies due to a problem with power, water or something more severe. If the problem occurs through the night, the school may be closed for the day, and announcements will be made through local radio stations and a school messenger message would be sent from the school. If the problem occurs through the school day, the school may need to be closed early, and students will be sent home early.

- If closing early, it is essential that we have emergency closure information so that in an emergency, we know how to get in touch with you and where to send your child to. For the sake of the safety of your child, please be diligent in completing this section of the information form very carefully. Although we trust this will never happen, please be sure to discuss with your child what procedures to follow if he/she arrives home and no one is there. Thank you for helping us keep your child safe!

School Clothing

DLMS clothing can be purchased a couple of different ways:

1. A school clothing order is made in late fall through River Signs (<https://www.riversigns.ca/>). Samples of clothing are provided as well as sizing options are available at the school but the order is made directly through River Signs. When the online store is open, messages are communicated through social media, school messenger, and the morning announcements.
2. Grade 8 Clothing is also made in late fall through River Signs (<https://www.riversigns.ca/>).
3. Student created clothing happens from time to time based on class or design block projects. This option does not happen regularly, so when it does happen we promote it within the school, on social media, and on the morning announcements. Orders for student created clothing happen in advance of receiving the product and must be paid with cash.
4. WRED Jr is a student club that raises money through clothing sales and other fundraising to support humanitarian causes. Depending on stock, clothing is available anytime and they have a kiosk at major school events.

School Supplies and Fees (Textbooks and Lockers)

Because each classroom is unique, Dr. Losier Middle School provides all the workbooks, binders, and/or duotangs that students need to do their work. We ask families to provide the following items for your student.

General Items

- A Water Bottle (we do not have fountains, only filling stations)
- A pair of headphones
- 10 dozen pencils (one dozen for each month)
- 5 packages of looseleaf
- 2 boxes of facial tissue
- 1 package of pens
- 4 erasers

Math items

- 1 calculator
- 1 protractor/math set
- 1 package of graph paper
- 1 ruler

Humanities items

- 1 package of highlighters
- 1 pair of scissors
- 1 package of pencil crayons
- 1 hard cover notebook (dollar store)
- 1 glue stick
- 1 French/English Dictionary
- 1 Bescherelle (French Immersion only)

- We encourage families to reuse any of these items from previous years.
- All students are expected to arrive on the first day of school with a complete list of supplies. The list of supplies is posted on our school website. Families who need support with school supplies are asked to please contact the school at 506-847-6212 and we can discuss supporting you with this.
- Dr. Losier does not supply agendas to students; if your child would like one for planning purposes, you will need to supply it.

Physical Education Items

- Shorts or gym pants, t-shirt and non-marking sneakers to be kept at school.
- As part of the ASD-N Scent-Free Environment Policy, spray deodorants/colognes/perfumes/body spray/scented hand sanitizer are not permitted due to asthma and scent allergies.
- In addition to our school supply list there is a small fee for all students. This covers the cost for art supplies, special projects and presentations as well as transportation for field trips.

Student Fee: \$40

Textbooks

Textbooks are provided free of charge. Students who lose, damage, or deface textbooks will be responsible to provide a replacement.

Lockers

- Lockers are assigned to each student. The cost of your lock is covered in your student fee.
 - Lockers are assigned by the homeroom teacher as well as the combination lock.
 - Students are not permitted to bring their own lock from home. Any personal locks will be immediately cut.
 - It is important that the combination not be shared with other students to ensure the security of your personal belongings that you store in your locker.
 - Personal items (coats, books, lunch money, footwear, gym clothes, etc.) should be stored in the locker.
 - Students are cautioned from bringing expensive items to school; the school is not responsible for lost or stolen items stored in lockers.
 - Lockers are property of the school and may be searched by staff if required.
-

Student Leadership Opportunities

- The Roundtable is the DLMS version of student government. The difference is that we do not have elections, rather it is a voluntary board that meets with the Vice Principal to offer input on student issues and help organize some school activities. As part of the Roundtable, each class will select a Class Representative to attend meetings to bring issues from their peers and offer updates.
- WEB Leaders are the crew of Grade 8 students that welcomes our grade 6 students on WEB day. These leaders are chosen during the spring of their Grade 7 year. Any Grade 7 student is eligible to apply to be a WEB leader, they must complete an application and an interview.
- Welcome Wednesday Crew are students from all grades who volunteer to welcome new students to our building on their first day. These leaders or volunteers who work with our EST-EAL teacher to welcome all students who start school after the first day.
- Volunteering is a life skill that we encourage here at DLMS. In fact, we give out a major award during our Grade 8 Banquet for Volunteer Of The Year. Lots of opportunities arise throughout the school year to volunteer.

Welcome Wednesday

Because not all students have their first day on the first day of school, Welcome Wednesday is a moment of pride event created to make the first day a special one. When a new student registers at DLMS, a few things happen before the student starts school. First, we collect any and all information that is required so that we can best serve the new student. Next, we bring the student in to meet with staff and to do some testing so we can best support the student on their first day and to answer any logistical questions they may have. After that, the student is all set to start school on Wednesday.

On their Welcome Wednesday, they come to school either on the bus, get dropped off or walk to school and arrive between 7:45 to 8:10am. When they come in they will meet a member of the assigned class, someone we think they might relate with, and a WEB Leader. These three leaders help the student understand their schedule, to meet new people socially, get to and from their locker and classes, and offer any support the new student may have. At the end of design block, everyone who was a part of the Welcome Wednesday event meet for a small celebration and to answer any questions and determine how much support is needed in the future.

School Policy Menu

- Administering Medicines and Medications
- Alcohol, Tobacco (including E-Cigarettes) & Illegal Drugs
- Code of Conduct
- Ethical Use of Technology
- Physical Education Safety, Procedures and Expectations
- Prohibited Materials and Selling Goods on School Grounds
- Student Athletics
- Student Dress Expectations
- Students Leaving School Grounds



DR. LOSIER MIDDLE SCHOOL
HOME OF THE KNIGHTS EST. 1983

Subject: **Administering Medicines and Medications**

Effective: **August 26, 2019**

Revised:

Pages: 1

Purpose: To set forth protocols for staff administration of medicines and medications to students.

GNB Policy 704

6.1 Responsibilities of Principal Medications

No medications, over-the-counter or otherwise, shall be administered by school personnel without a written request signed by a parent.

DLMS Policy:

No medications, over-the-counter or otherwise, shall be administered by school personnel without a written request signed by a parent and arrangements to complete the appropriate Policy 704 appendix.



DR. LOSIER MIDDLE SCHOOL
HOME OF THE KNIGHTS EST. 1983

Subject: **Alcohol, Tobacco (including E-Cigarettes) & Illegal Drugs**

Effective: **August 26, 2019**

Revised:

Pages: 1

Purpose: To set forth expectations related to alcohol, tobacco & Illegal Drugs

DLMS Policy:

- A student found in possession of tobacco or an e-cigarette device will be, without warning, suspended for three (3) days.
- Student found using tobacco or e-cigarette devices will be supposed for five (5) days.
- A student found in possession of, under the influence of, or using, alcoholic beverages or illegal drugs at school, or at a school-sponsored event, will be suspended for five (5) days. Students in possession of illegal drug paraphernalia will be subject to the same consequences.
- Students are not permitted to wear clothing which makes reference to beer, alcoholic beverages, cigarettes, cannabis, drug use, or with inappropriate language or sexual connotations. Violators to the dress code will be dealt with discreetly on an individual basis.



DR. LOSIER MIDDLE SCHOOL
HOME OF THE KNIGHTS EST. 1983

Subject: **Code of Conduct**

Effective: **August 26, 2019**

Revised: August 30, 2022; August 9, 2023

Pages: 5

Purpose: To set forth the school code of conduct for learners

DLMS Policy:

Code of Conduct

School Expectations:

To create a safe, responsible and respectful learning environment for all Knight. Where all Knights find someone to connect with. Starting with what you know and give choice and relevance in learning.

At DLMS everyone is expected to:

- **Be Safe**
- **Be Responsible**
- **Be Respectful**

General Discipline:

It is expected that **ALL** of our students and staff adopt and apply these principles to their daily school life. Proactive and reactive programs and policies will be in place to help students who need assistance in making good choices.

As a staff, working collaboratively with parents, we should make every effort to promote positive behaviours in a proactive way.

Student Expectations by Area of School

Gymnasium

Be Safe	Be Responsible	Be Respectful
Use equipment safely	Get changed quickly and enter the gym promptly and quickly	Be ready to play with a positive, respectful, cooperative attitude
Keep hands and feet to self	Wear the right clothes and shoes for the activity	Play fair
Be aware of your surroundings	Listen to directions and instructions	Include others in games and activities
Control your body and movements	Return borrowed equipment	Use appropriate language
Keep personal belongings stored in lockers or change rooms	Clean up the activity area	Be willing to participate

Learning Commons

Be Safe	Be Responsible	Be Respectful
Keep hands and feet to yourself	Sign out book properly and return books on time	Use a whisper voice
Keep personal belongings stored safely	Follow adult instructions	Use materials appropriately
	Take care of the area	Use appropriate language

Classroom

Classroom Norms to be co-created by the teacher and students at the beginning of the year and reviewed/ revised monthly.

Be Safe	Be Responsible	Be Respectful

Cafeteria

Be Safe	Be Responsible	Be Respectful
Find a seat quickly and remain seated until dismissed	Have your lunch or money ready	Eat quietly
Ask an adult for permission to leave for any reason	Arrive promptly	Use appropriate language and voice levels
Be aware of your surroundings	Clean up after yourself	Say please and thank you
Keep hands and feet to yourself	Return borrowed equipment	

Hallways

Be Safe	Be Responsible	Be Respectful
Keep to the right	Bring only what you need for where you are going	Use indoor voices
Walk at all times	Go directly to your destination and return promptly	Take care of items in the hallways
Keep feet and face forward	Use hallway pass	Use appropriate language
Keep hands and feet to yourself	Be in your classroom when bell rings	
Stay in your space	Stand up to vandalism	

Washroom

Be Safe	Be Responsible	Be Respectful
Remain in own stall	Take care of your own business	Keep water in sink
Report problems to staff	Use facility quickly and quietly	Put paper towels in trash cans
Keep personal belongings stored safely	Return to class promptly	Clean up after yourself
	Be in seat when bell rings	Use bathroom appropriately
	Stand up to vandalism	Use appropriate language

Changing Area

Be Safe	Be Responsible	Be Respectful
Remain in own stall	Take care of your own business	Keep water in sink
Report problems to staff	Use facility quickly and quietly	Put paper towels in trash cans
Keep personal belongings stored safely	Return to class promptly	Clean up after yourself
	Be ready to participate	Use change area and bathroom appropriately
	Stand up to vandalism	Use appropriate language

Computer Labs

Be Safe	Be Responsible	Be Respectful
Keep all food and drinks out of computer lab	Listen actively	Use indoor voices
Walk at all times	Use appropriate websites	Use appropriate language
Keep hands and feet off the cords and wires	Treat equipment with care	Keep computer volume at a learning level and use headphones
Keep personal belongings stored safely	Be patient while your computer is thinking	Raise your hand if you need help
	Use your own login and save work in appropriate location	
	Stand up to vandalism	

Office

Be Safe	Be Responsible	Be Respectful
Sit when asked to wait	If you are late, stop at the office and wait for a late slip	Stay in front of the counter unless invited back by staff
If asked to wait, stay in the office	Visit the office at appropriate times	Enter and exit through the main office door
	If you need to talk with someone, make an appointment	Use indoor voice
		Use school appropriate language

Mezzanine

Be Safe	Be Responsible	Be Respectful
Keep hands and feet to yourself	Arrive promptly	Use indoor voice
Keep personal belongings stored safely	Follow directions the first time asked	Use school appropriate language
Use school property as intended		Keep the area clean



DR. LOSIER MIDDLE SCHOOL
HOME OF THE KNIGHTS EST. 1983

Subject: **Ethical Use of Technology**

Effective: **August 26, 2019**

Revised: September 3, 2020, August 30, 2022

Pages: 2

Purpose: To govern and regulate the the use of technology, including social media

DLMS Policy:

Use of Technology

The intention of allowing students to use technology at school is to enrich their learning experience and to teach young citizen to be responsible with their devices. Technology hardware is ever evolving, the use of devices is governed under the umbrella of “ethical use of technology” and students are expected to use their devices in a safe, respectful and responsible manner.

Devices with recording capabilities, including voice recording, still images cameras, and video cameras are not permitted to be used in the washrooms and changing rooms. Student’s may not use any devices to record, transmit or post photos or video of a person without their knowledge and consent. Images, video, and audio files recorded at school may not be transmitted or posted at any time, without the expressed permission of a teacher or administrator. Violations may result in the loss of privilege to use personal technology in school, and/or disciplinary and legal action, as appropriate.

Where it comes to listening to music, the general rule is that it should be for your ears only. If someone else can hear it then its too loud. We encourage students to use their personal ear buds. External speakers (bluetooth or otherwise) are prohibited.

Use of Personal Electronic Devices

Personal devices are to be on **Do not disturb** (no vibration, no ringtone) at all times in the school.

Instructional time

- During instructional time all personal devices on **Do Not Disturb - no ring & no vibration**
- Teachers will co-construct norms in their classroom for the storage of personal devices in their room.

Personal time - AM arrival, Morning Options, Break, Lunch, PM dismissal

Students are permitted to use their mobile devices prior to homeroom, during morning options, break, lunch time and after school. Students are responsible and will be held accountable for their actions on school and personal devices.



DR. LOSIER MIDDLE SCHOOL

HOME OF THE KNIGHTS EST. 1983

Subject: **Physical Education Safety, Procedures and Expectations**

Effective: **August 26, 2019**

Revised: **August 25, 2020**

Pages: 3

Purpose: To set forth protocols and expectations for student as it pertains to the gymnasium, outdoor area and the physical education class.

DLMS Policy:

CLOTHES / ATTIRE / HYGIENE

- All footwear must have a back to keep the foot supported and in place (no sandals, flip-flops, or slip-ons). Footwear like winter/work boots that hinder movement, drag in dirt, and scuff floors are also prohibited. We often put our hands and bodies on the floor for exercises, and Karate go barefoot on our floors making small rocks potentially dangerous.
- Jewelry such as chains, hoops, rings should not be worn during class for safety reasons.
- Clothing and accessories contain inappropriate pictures or words are not to be worn in school. Clothes may not reference alcohol, drugs, sex, or contain words/phrases with double meanings.
- Students will change into PE clothes prior to class. This clothing is not to be worn to other classes or home after school. This is to promote personal hygiene.
- Students need to use deodorants, however aerosol sprays, perfumes, and colognes are prohibited for safety and allergy reasons.

CELL PHONES

Smart phones and other mobile devices with recording capabilities, including voice recording, still images cameras, and video cameras are not permitted to be used in the locker rooms. If for any reason phones or other mobile devices must be use they must be taken outside of the locker room.

DLMS has a “Cell Phone Parking Lot” system, which is also in effect when you enter the gym. If your phone is distracting in any way you will be directed to “park” your phone in one of the numbered pouches and you may pick it up after class. Students who do not comply or who have repeated requests to park their phones will have their phones “towed”. A phone that has been towed will be stored in the teacher’s desk or office until the end of the day. Multiple towing offenses may result in a guardian retrieving the phone from the impound lot.

In PE phones can be used to sign in to Wodify. There are limited spaces, but phones may also be charged in the gym office for the duration of PE class. Please be responsible.

MUSIC

Occasionally students ask to play music for presentation or during the warm up for ambient noise. Any music played in class or over the loud speakers must contain school appropriate language and content (ie. Radio Edits only). Any music played that does not meet this criteria will not be permitted. Flagrant violations will result in the device being “impounded”.

SIGNAGE

Any signage placed in the gym area (locker rooms, hallways, gymnasium) must be approved by the office for content and artistic license, and have an agreed upon time frame to go up and come down. If hanging the poster requires more effort than went into the design it will not be approved. Posters/Signs cannot be hung with packing tape or materials that will remove paint. It is the responsibility of the party putting up the sign/poster to remove the poster and make sure that is no debris (fractured pieces of tape, paper, glue or discolouration etc) left behind.

VANDALISM

We are proud of our school and facilities. Education is a right, which carries responsibilities. When it has been deemed that a student has destroyed or defaced school property that student is responsible for restitution costs, along with any other consequences deemed appropriate.

LEISURE TIME

No students may enter the gym for their Noon Hour Leisure Time without a teacher granting permission. Also, we ask that you please save the floors! There are to be no outdoor shoes in the gym. There will be brushes available in the locker rooms for students who may need to clean the bottom of their footwear to enter the gym. Also Karate people go barefoot.

EQUIPMENT ROOM (RM 121)

Students are not permitted in this room during or after school. The organization of the equipment room is the responsibility of the PE teachers. Any vandalism or destruction is to be reflected on the equipment room inventory list.

NOTE: The exception to this rule is in the case of a lockdown, and during the last week when select students under the supervision of multiple PE teachers empty the room for cleaning/ inventory.

Expectation Matrix

AREA	BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
Gym	<ul style="list-style-type: none"> -Be in Control of equipment -Keep hands and feet to yourself 	<ul style="list-style-type: none"> -Return equipment to its place -Listen to directions -Play fair -Include others -Appropriate language 	<ul style="list-style-type: none"> -No book bags in the gym -Park Phones -Proper attire -Get signed in
Equipment Room	<ul style="list-style-type: none"> -This areas is off limits to students at all times UNLESS receiving First Aid Treatment. See school Policy 	<ul style="list-style-type: none"> -Let the person receiving First Aid have Privacy 	<ul style="list-style-type: none"> - This area is off limits to students
Fountain	<ul style="list-style-type: none"> -Hands & feet to yourself -Spill water - clean it up -No dumping or rinsing liquids other than water 	<ul style="list-style-type: none"> -Wait in line -Low voices 	<ul style="list-style-type: none"> -Return to class quickly
Mezzanine	<ul style="list-style-type: none"> -Only climb on equipment with regards to instruction 	<ul style="list-style-type: none"> -This room joins to the main hallway of classrooms, quiet in the transition to locker rooms 	<ul style="list-style-type: none"> -Direct paths only to and from the mezz
Locker Room	<ul style="list-style-type: none"> -No equipment in the locker room at anytime -Store belongings neatly 	<ul style="list-style-type: none"> -Appropriate language -Indoor Voice -No Phones out for any reason! -Clean up after yourself 	<ul style="list-style-type: none"> -Report vandalism -Get changed quickly -Keep it clean
Hallway	<ul style="list-style-type: none"> -Please don't touch the glass on the Trophy Case as it is very fragile 	<ul style="list-style-type: none"> -Stay on cement ledge painted black -keep voices low 	<ul style="list-style-type: none"> -Stay in one spot and don't wander in the hallway
Coaches Room	<ul style="list-style-type: none"> -This area is off limits to student during school hours 	<ul style="list-style-type: none"> -This area is off limits to student during school hours 	<ul style="list-style-type: none"> -This area is off limits to student during school hours



DR. LOSIER MIDDLE SCHOOL
HOME OF THE KNIGHTS EST. 1983

Subject: **Prohibited Materials and Selling Goods on School Grounds**

Effective: **August 26, 2019**

Revised:

Pages: 2

Purpose: To set forth a list of materials that are prohibited on school grounds to ensure the overall safety of the Dr. Losier Middle School learning community

DLMS Policy:

To ensure the safety of all members of the Dr. Losier Middle School Learning Community, the following materials are prohibited:

- Alcohol
- Tobacco
- E-cigarettes, JUUL, and other vaping materials including oils and parts
- Illegal drugs
- Bluetooth/external audio speakers not for instructional purpose
- Steel Toed Footwear
- Heelys
- Fragrance based body spray (i.e. AXE)
- Energy Drinks/Shots/Soda (i.e. Monster, Red Bull, MTD Kickstart, 5 Hour Energy, etc)
- Excessive amounts of unhealthy snacks and sugar rich drinks (more than is expected for one person in moderation)

Violations to these expectations will be dealt with under the school code of conduct.

Distribution and/or Selling of Goods on School Property

Under the provisions of policy 711, parents are permitted to send food for their child/children to consume. However, the distribution of items for other students is prohibited unless specified for a special occasion.

Since DLMS strives to be a 21st Century learning environment that fosters an entrepreneurial spirit, the school may authorize the distribution and/or sales of approved items. If a student wants to sell items at school, they must make a request to their classroom teacher and demonstrate the curriculum connection. If the teacher approves, the learners' can make a formal request to school administration to sell products on school grounds.

Violations to this will face possible discipline under the DLMS Code of Conduct.



DR. LOSIER MIDDLE SCHOOL
HOME OF THE KNIGHTS EST. 1983

Subject: **Student Athletics**

Effective: **August 26, 2019**

Revised: August 24, 2023

Pages: 1

Purpose: To set forth protocols and expectations for student athletic participation on DLMS extra curricular teams.

DLMS Policy:

MIDDLE SCHOOL SPORT PHILOSOPHY

We in the Dr. Losier Middle School community want students to experience the challenges, camaraderie, and excitement of as many sports as possible. We try our best to run a complete season without overlapping into the next so that students get the chance to experience multiple sports. These seasons will become longer in high school and there may be a requirement to choose one sport over another. In middle school we strive for exposure over specialization.

UNIFORMS AND DEPOSITS

Students playing on a school sports team will be required to pay an athletic fee. The athletic fee will vary across sports. It is designed to cover the cost of referee’s and the end of the season district championships.

Athletic Fee =	$\frac{[(\# \text{ of home games}) \times (\text{Cost of Refs})] + \text{Championship Fee}}{\text{Number of players}}$
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Those receiving a uniform will also be required to submit a \$20 deposit which is refunded upon returning the uniform at the end of the season. Students cannot be issued uniforms until both the athletic fee and uniform deposit have been received, or have made arrangements for payment.

Transportation of Athletes

DLMS does not arrange or provide transportation to away games. At the beginning of the season, it will be communicated that it is the responsibility of the parent to arrange transportation for their own children to all games. All parents must sign the agreement that it is their responsibility to provide transportation. The athletic director will keep record of all agreements for the duration of the season.



DR. LOSIER MIDDLE SCHOOL
HOME OF THE KNIGHTS EST. 1983

DLMS Student Athletics Parent Agreement to Provide Transportation

_____ I have been informed that it is my responsibility to arrange transportation for my child to all games.

Student Name: _____

Sport/Season: _____

Date: _____

Parent Signature: _____

Athletic Director Signature: _____



DR. LOSIER MIDDLE SCHOOL
HOME OF THE KNIGHTS EST. 1983

Subject: **Student Dress Expectations**

Effective: **August 26, 2019**

Revised:

Pages: 1

Purpose: To set forth expectations related to student dress

DLMS Policy:

Dress Code

- The major concern of student should be to wear clothing that is neat, clean and modest.
- At Dr. Losier Middle School, students must respect when a staff member asks them to remove their hat in their learning environment. Students will also be asked to remove hats when hit comes to demonstrating respect at special events.
- Students are not permitted to wear clothing which makes reference to beer, alcoholic beverages, cigarettes, cannabis, drug use, or with inappropriate language or sexual connotations.
- A general rule is that tops and bottoms should overlap or be tucked in and we should not intentionally see any undergarments.
- Pyjama bottoms and other bedroom clothing are only permitted on designated “Pyjama day”
- Violators to the dress code will be dealt with discreetly on an individual basis.
- Due to safety reasons, steel toe safety shoes and boots will only be permitted as outdoor shoes or in the shop. Students who wear these shoes and boots are asked to indoor shoes to change into.



DR. LOSIER MIDDLE SCHOOL
HOME OF THE KNIGHTS EST. 1983

Subject: **Students Leaving School Grounds**

Effective: **August 26, 2019**

Revised:

Pages: 1

Purpose: To set forth protocols for students safely leaving school grounds.

DLMS Policy:

DLMS is a closed campus, students are not permitted to leave the school property after arriving at school unless they are signed out by a parent/guardian or arrangements have been made between the home and school. This includes Lunch Break, students are not permitted to leave school grounds at noon unless they are signed out by a parent or guardian.

Any student who leaves the school or school grounds without following the established protocols will be subject to discipline under the DLMS Code of Conduct. To ensure the safety of both students and staff, the police will be notified when students leave school grounds without permission.