

**Dr. Losier Middle School  
Home of the Knights**



**Student Handbook**  
**2018-2019**

*“Believe it...Achieve it!”*

## Principal's Message

Knights,

We are thrilled to welcome all of you back to a new school year of learning and growing. Personally, I am grateful and elated to continue this journey with you as your Principal. Over the past year, I had the chance to work with the returning grade 7 and 8 students. To the incoming grade 6 class, I want to welcome you all and I look forward to building a strong relationship with all of you in the upcoming year.

As we enter this new school year, I want to let you know that we will be unrelenting to build upon the amazing changes that we started last year. We will be continuing and expanding upon our Blue and White Knight programs, SWAT Days, and programs designed to increase student connectedness. Student achievement is our ultimate goal. In order to do so, our EPOD period will focus around getting students what they need when they need it in order to be successful. As a life-long learner, I always want to improvements. The changes to the daily schedule are intended to make Dr. Losier Middle School the best place to learn.

Please remember to be safe, responsible and respectful!

Judson Waye  
Principal

## Dr. Losier Middle School Staff

### Administration

- J. Waye (Principal)
- S. Munn (Vice Principal)

### Teaching Faculty

- K. Cabel
- J. Corlett
- K. Coughlan
- D. Doucet
- T-L. Dunnett
- T. Frost
- K. Hutchison
- G. Keating
- P. LeBlanc
- D. Manuel
- G. Richard
- N. Stewart
- M-L Squire
- M. Sutherland

### Education Support Services

- T. Gallant (M&R)
- K. Gilks (Guidance)

### Support Team

- D. Walsh (Administrative Assistant)
- B-L Weeks (Librarian)

### Educational Assistants

- S. Cable
- T. Canistro
- A. Gorges
- A. Gray
- T. Gregan
- D. McCallum
- R. MacLean
- J. Pitre
- K. White

### Custodians

- J. Dickson
- P. Driscoll
- J. Legere
- N. Theriault

### Cafeteria

- J. Dwyer
- D. Williston

# School Information

## Our School Vision:

- *To create a positive, inclusive learning community where all members have the opportunity to experience success through collaboration and diversity.*

## Our School Mission:

- Believe it...Achieve it!

## DLMS Bell Schedule

Time	Activity
7:35-7:50	Early Bus Arrival
7:50-8:10	Student Drop off and bus arrival - Student Walk
8:10-8:30	Morning Options - Walk and Talk, Intramurals, Choice Activity
8:30-8:35	Lockers
8:35-8:45	Homeroom
8:45-9:30	<b>Period 1</b>
9:32-10:17	<b>Period 2</b>
10:17-10:29	Break
10:29-11:14	<b>Period 3</b>
11:16-12:01	<b>Period 4</b>
12:01-1:01	Lunch, Homework, Options
1:01-1:41	<b><i>EPOD</i></b>
1:43-2:28	<b>Period 5</b>
2:30-3:15	<b>Period 6</b>
3:15	Walkers, Pick-up and Bus Dismissal

## School Hours

***Students should not be dropped off at school before 7:50 a.m. There is no teacher on duty until this time.***

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.

## Code of Conduct

### School Expectations:

DLMS motto is "Believe it...Achieve it!" where all learners create a positive, inclusive learning community and have the opportunity to experience success through collaboration and diversity.

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 Information

### Dr. Losier Middle School - Online

- **School Website** - [www.drlosier.nbed.nb.ca](http://www.drlosier.nbed.nb.ca)
  - **Facebook** - Dr. Losier Middle School
  - **Twitter** - @DLMSMiramichi
  - **Instagram** - dr.losier\_middle\_school
- Please visit our school website or any of our social media sites for updates on upcoming events, team results, school activities and daily news.
  - Teachers update their teacher pages, which can be found only on our school website, to provide snapshots of homework, assignments, and student progress.

### Student Activities

- The school charges an activity fee to partially cover the costs of all student activities (class field trips, SWAT Days, Blue Knight reward activities, drama, and student athletics). This year the student fee will be **\$30**. An agenda is included in this fee each school year.
- One major fundraiser will be held in the fall, we will again be selling tickets to win gift cards from various businesses. All students are encouraged to sell tickets, we will be having rewards prizes to say thank you to school community members who help to raise funds.

### Extra-Curricular Activities

- 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 puts on performances throughout the school year and also participates at the New Brunswick Drama Festival in Fredericton. Drama club organizers charge a fee to offset the costs of scripts, costumes and set design, and travel costs.

- All extra-curricular fees will be paid to the office and should be submitted one week after the activity begins. Students will not be issued uniforms until fee is paid or arrangements for payment have been made.
- Players and club members are responsible for replacement costs of any lost or damaged uniforms.
- Students or parents who, for a variety of reasons, may have difficulty in meeting these requirements are asked to contact the school administration.

### **Dances**

Dr. Losier Middle School will be providing school sponsored dances for students in grades 6-8 throughout the year to help support student based activities. There will be an entrance fee of \$5.00 to most dances and \$10.00 for the Much Music dance at the end of the year. All students attending are reminded of the following:

All students must follow school dress code.

If a student is absent from school on the day of the dance, they will be not be permitted to attend the dance unless otherwise granted by school administration.

Parents must adhere closely to drop off time and pick up times of all dances.

A canteen will be available.

Students will be restricted to the cafeteria area of the school only.

DLMS students will be permitted to sign in one student per dance throughout the year in accordance with the "School Dance Sign in Contract" subject to approval of homeroom teacher.

School administration may revoke the privilege of any student to attend a school dance because of inappropriate behavior.

Students are not permitted to leave the dance early unless they are picked up by a parent or guardian, who must notify the supervising teacher that the student is leaving the dance early.

### **Student Drop-off and Pick-up**

- **Students are not to be dropped off prior to 7:50AM** - A teacher, wearing a caution vest, will be on duty from 7:50 until the morning activities begin.
- Students who are being dropped off or picked up will do so in the designated area to the right of the school. Students are asked to move to and from their vehicles promptly to keep things moving efficiently.
- School Community members that 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.
- Students are permitted to use a bicycle, scooter or skateboard to come to school but they must park them in the designated area and are left at your own risk.
- Bicycles, scooters, skateboards, & Heely's are not permitted in the school or in the drop off area.

### **Dress Code**

- The major concern of student should be to wear clothing that is neat, clean and modest.
- At Dr. Losier Middle School, students are asked to remove their hats when entering the building and keep them off while in the building.
- 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.

### Use of Technology

The use of social media is strictly prohibited on any school computer. These sites are blocked using a firewall for reasons to protect students. Learners should not be making attempts to bypass these restrictions. You Tube and similar sties may be used only under the direct supervision of the teacher. Violation of this rule will result in the loss of access to our computers for a period of time to be determined by the administration. Students and parents will sign a use of technology contract if problems occur.

### Personal Electronic Devices

Students are permitted to use their mobile devices prior to homeroom, during the morning break, lunch time and after school. **When entering the class, students should park their personal electronic devices in the “Cell Phone Parking Lot.” During class time, teachers will manage the use of devices in their class as required by their lesson.** In the hallways and during the morning walk, mobile devices should be put away to ensure safety (no texting and walking). Should students choose to ignore this policy, items will be taken away. If repeated offences occur, parents will be required to collect items from the school administrator.

### Physical Education - Gym Requirements

- Students are expected to participate in Physical Education classes. Refusal to participate will merit a phone call from the teacher to the parent/guardian to identify the issue. If the behaviour persists referrals may be made with school administration.
- **No outdoor footwear is to be worn on gym floor.** Visitors can check outdoor footwear in the designated area in the hallway.
- No food, gum, or beverages in the gym area.
- Students are asked to check their cell phone in the “cell phone parking lot” prior to entering the gym.
- Expectations in the Gym:

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

### Care and Maintenance of School Property

- It is expected that everyone at Dr. Losier Middle School stands up to vandalism.
- Any student who deliberately damages school property in any way will face restorative consequences and may be liable to pay for damages.

### Textbooks

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

### Lockers and Hallways

- 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.
- 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.**
- **Cell phones should be stored in classroom “Cell Phone Parking Lots”**
- Lockers are property of the school and may be searched by staff if required.
- **The expectation is that students use their locker to store books and classroom materials. Before school, at break and after lunch students should be using their lockers to get the learning materials and books they need for the next few classes.**
- Expectations in the 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	

### Medication

Medication, including Tylenol or Advil, will not be administered by any Dr. Losier Middle School staff. Students should not share medication that they have been given by a parent or have been prescribed by a doctor. Students requiring a Medication plan will have a formal plan signed by the school and parents.

### Noon Hour and Cafeteria

- Students have staggered times to eat as well as time to enjoy noon hour choice activities.
- Students are expected to be in their designated area and follow the expectations.
- **Students are not permitted to leave school grounds at noon unless they are signed out by a parent or guardian.**

- Expectations in the Cafeteria:

<b>Be Safe</b>	<b>Be Responsible</b>	<b>Be Respectful</b>
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	

### Noon Hour Schedule

	<b>Grade 6</b>	<b>Grade 7</b>	<b>Grade 8</b>
<b>12:01 - 12:16</b>	Cafeteria	Options	Library (Homework)
<b>12:16 - 12:31</b>	Options	Cafeteria	Library (Homework)
<b>12:31 - 12:46</b>	Art Room/Library (Homework)	Art Room/Library (Homework)	Cafeteria
<b>12:46 - 1:01</b>	Art Room/Library (Homework)	Art Room/Library (Homework)	Options

### Homework and Classroom

- Expectations in the Classroom:

<b>Be Safe</b>	<b>Be Responsible</b>	<b>Be Respectful</b>
Keep hands and feet to yourself	Arrive Promptly	Listen to the speaker, use indoor voice
Keep personal belongings stored safely	Have learning materials ready	Follow directions the first time
Stay in your seat (unless you have permission to move)	Listen actively	Help others when appropriate
	Participate and complete work to the best of your ability	Raise your hand if you need help
	Put things away	Accept help
	Take care of school property	Treat others the way you would like to be treated

- Students who complete homework regularly are more successful. At the discretion of the teacher, homework may be assigned for the following reasons:
  - A. to reinforce understood concepts
  - B. to complete work that was started in class
  - C. to encourage development of study habits
  - D. to be successful in summative assessment situations



- The student, the home, and the school have responsibilities in this area. Students are expected to write the homework down in their agenda, and are personally responsible for its completion. Parents should check the agenda daily and frequently monitor student's notebooks and assessment results. If there are questions or concerns, a parent or guardian may make inquiries at the school. All teachers will post homework/assignments on their teacher page.

### **Items that are not permitted on school grounds**

- Bluetooth and Audio Speakers
- Heelys
- Fragrance based body spray (i.e. Axe)
- Soft Drinks (carbonated beverages)
- Sports Drinks (i.e. Gatorade, G2, Vitamin Water)
- Energy Drinks/shots (i.e. Monster, Red Bull)
- Excessive amounts of unhealthy snacks

Violation of these expectations will result in the loss of the item and phone call to the parents explaining the situation. If violations persists, a behaviour tracking form may be completed and a meeting with the student, the parents and school administration will be scheduled.

### **Nut, Sesame & Shell Fish Safe School**

We have several students with nut allergies. Our school has been declared a nut safe school. We also have students and staff with other food sensitivities. We ask all DLMS community members to be mindful of the following food:

- Peanuts, Cashew, Hazelnuts, Almonds, etc..
- Sesame
- Shell fish

### **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.

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.

# Emergency Procedures

## Evacuation Plan

The first and most important consideration is to get students out of the building as quickly and orderly as possible. The Fire Drill Route is posted in each classroom. Students should walk in single file with the first student opening and holding the outside door. The teacher will be last from the room. Teachers take the list of the class they are teaching when the fire alarm sounds. (This list is with the classroom teacher, that includes the Fire Drill map).

### *Fire Exits and Procedures*

School Fire Exits			
School Zone	Fire Exit Door	Alternate Door	Line Up At
Gym	Gym Door -Soccer Field	Gym Door (JMH)	Soccer Field
1st Floor Classroom	Gym Door (JMH)	Front Door	Tennis Court
Art Room	Annex Door	Theatre Door	Soccer Field
Theatre	Annex Door	Theatre Door	Soccer Field
Cafeteria	Front Door	Annex Door	Tennis Court
Library	Front Door	Annex Door	Tennis Court
2nd Floor - Library end	Front Door	Annex Door	Soccer Field
2nd Floor - Mez end	Gym Door (Parking Lot)	Front Door	Soccer Field

## **Lockdown - “Lockdown” (Interior Threat)**

**DO NOT PANIC.** Teachers should advise students that the lock down plan is in operation and remain calm. Your confidence and judgment is extremely important and will prevent panic.

In the event of:

- an emergency which prevents students from leaving the school building or
- an intruder (person with a weapon or person who is upset or acting out of control)

being observed in the building, the following procedures will be followed:

1. The Principal (or designate) make the following statement which will be the code indicating that a “Secure the Building” situation has occurred. **“This is an interior lockdown”** or manually sound a long bell ring (10 seconds).
2. Teachers will immediately lock all classroom doors and windows, leave curtains open and leave lights on so fire and police officials can see inside the classroom. Once locked, teachers will not open the door for any reason, or until the “All Clear” message has been given. Teachers will prohibit the use of radios, personal electronic devices (such as cell phones), walky-talkies and computers.
3. Teachers, staff, and students inside the building but not in a classroom should take cover in the nearest safe place, bar the door if it can’t be locked, and find a hiding place that is not visible from outside the classroom door.

**Gym** – Students will proceed immediately to the equipment room, where the doors will be locked from the inside. Lights will be left on, student will sit quietly in the centre.

**Cafeteria** – Students will proceed into the theatre through the back door. Doors will be locked and windows covered. Ensure front doors are also locked and door leading to Art room.

**Playground** – Students will proceed across the field to either JMH or to NBCC depending on location of the students at the time of threat.

**Bathrooms** – stay, put feet on toilet and lock stall door

**Halls** – go to closest unlocked room

4. Teachers, staff, or students outside the school building will immediately evacuate the area and proceed to the pre-arranged back-up point. (Lord Beaverbrook Arena)

5. Teachers will direct students to quietly move to a designated secure location so they are not visible from classroom door. They will instruct the students to sit or lie on the floor and remain quiet.

6. Teachers, using their register or class list, will take roll call and note who's missing (do not notify office at this time)

7. Students and staff will remain in their safe location until further direction is given. As soon as the building is secure, an announcement will be made to this effect.

8. Once the lockdown is initiated...

a. The principal will call 911 on a landline telephone. The location of the duplicate emergency kit, which is kept at door leading to Principals office, will be identified. As well, the RCMP/Police have a copy of pertinent school information (i.e. school floor plan, demographics list. etc as they have a copy of our plan.)

b. The principal (or designate) will then phone the District Crisis Coordinator, Superintendent or the Director of Schools will then be called, if possible. It may be necessary for the Superintendent/Director and District Crisis Team to be responsible for undertaking the following procedures:

i. Superintendent/Director and District Crisis Team will set up a command center at a location as determined by the District Crisis Team.

ii. A statement will be prepared and local media will be called to notify parents of the situation, the command center location and plan. Parents will be directed not to go to the school, but to go to the command center where there will be information available to them.

iii. All media inquiries will be directed to the Superintendent, Director, or designate.

9. Once the "All Clear" signal is given and you have been notified that the crisis has passed.

a. Administration and support staff will visit classrooms for debriefing.

b. More formal debriefing services will be coordinated by the Guidance Counsellor for staff, students and parents as soon as possible.

### **Lockdown - "Hold and Secure" (Exterior Threat)**

In the event that the lockdown is due to an exterior lockdown...

1. The Principal (or designate) make the following statement which will be the code indicating that a "Secure the Building" situation has occurred. **This is a "Hold and Secure, Hold and Secure, Hold and Secure"**.

2. All of the same procedures will be followed as for an interior lockdown **except**: Teachers will **close curtains, turn off all lights, and instruct students to move to a designated secure location non-visible from the outside windows.**

# School Bus Information

## School Bus Notes

Students are only to travel on their assigned bus.

**Bus Note** - In an emergency situation, a note from parents must be passed into the office prior to the end of morning break. After that, the Administrative Assistant will print a bus pass for the child and get it to the child before the end of the day.

If the emergency occurs during the school day, the parent/guardian must call the school prior to 3pm to arrange for a bus pass to be issued. A text message on a student's phone will not be acceptable, the school will need to speak with the parent/guardian.

The pass must be presented to the bus driver.

The use of the bus passes for social purposes is not permitted by ASD-N. This includes students making arrangements to work on projects or to get ready for social events. The issuing of bus passes is at the discretion of school administration.

## 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 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.

**ANGLOPHONE NORTH**

**SCHOOL CALENDAR**

**2018-2019**

AUGUST						
S	M	T	W	T	F	S
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OCTOBER						
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NOVEMBER						
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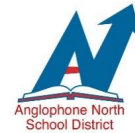
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JUNE						
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30						

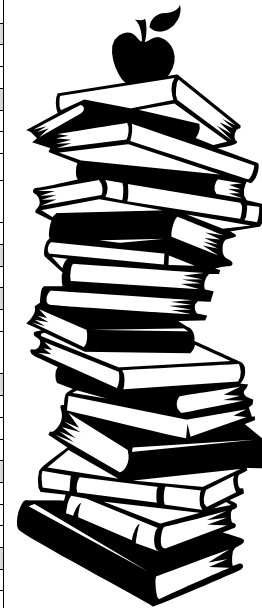


MONTH	DATES	EVENTS
August	27	School-Based Admin Day (Bathurst/Dalhousie); NBTA Council Day (Miramichi)
	28	School-Based Admin Day (Miramichi); NBTA Council Day (Bathurst/Dalhousie)
	29	School-Based Admin Day (SIP/PLWEP)
	30	EECD Professional Learning Day
	31	School-Based Admin Day
September	3	No Classes - Labour Day
	4	First Day of Classes
October	8	No Classes - Thanksgiving Day
November	9	No Classes - K-8 – Half-Day Report Card Prep; Half-Day Professional Learning No Classes - 9-12 – Half-Day Parent Teacher Interviews; Half-Day Professional Learning
	12	No Classes - Remembrance Day Holiday
	14	Take Our Kids to Work Day (Grade 9 Only) – Regular classes for all other students
	30	No Classes - K-8 – Half-Day Parent Teacher Interviews; Half-Day Professional Learning No Classes - 9-12 – Full-Day Professional Learning
December	21	Last Day of Classes
	24-31	Christmas Holidays
January	1-4	Christmas Holidays
	7	No Classes - K-12 - EECD Professional Learning Day
	8	First Day of Classes
	28	No Classes - K-8 – Professional Learning Day
	29	No Classes - 9-12 – Turnaround Day
February	18	No Classes - Family Day
March	4-8	No Classes - March Break
	22	No Classes - K-8 – Half-Day Report Card Prep; Half-Day Professional Learning No Classes - 9-12 – Full-Day Professional Learning
April	5	No Classes - K-12 – Half-Day Parent Teacher Interviews; Half-Day Professional Learning
	19	No Classes - Good Friday
	22	No Classes - Easter Monday
May	2	No Classes - K-12 - NBTA AGM Day
	3	No Classes - K-12 - NBTA Council Day
	20	No Classes - Victoria Day
June	21	Last Day of Classes
	24-25	School-Based Full Administration Day

**Terms (K-8)**  
 Term 1- Sept. 4 - Nov. 22  
 Term 2–Nov. 23 - Mar. 30  
 Term 3-Apr. 1 - June 21

**Quarters (9-12)**  
 Quarter 1-Sept. 4 - Oct. 31  
 Quarter 2-Nov. 1 - Jan. 29  
 Quarter 3-Jan. 30 - Mar. 30  
 Quarter 4-Apr. 1 - June 21

**Semesters (9-12)**  
 Semester 1-Sept. 4 - Jan. 29  
 Semester 2-Jan.30 - June 21



# Student Attendance

## ASD-N Middle School Attendance Policy

Regular attendance is mandatory for all students enrolled in ASD-N schools. Research demonstrates a strong correlation between student attendance and student achievement. This Middle School Attendance Protocol will ensure that everyone may be guaranteed the same opportunities for a quality education and a productive future.

- **5 and 8 Days Absent** - Phone call from homeroom teacher
- **10 Days Absent** - Letter from school administrator regarding student's absenteeism status
- **12 Days Absent** - Student will meet with EST-Guidance to develop a Student Attendance Intervention Plan. At the discretion of the ESST, parents will be asked to either attend a meeting or sign a copy of the agreed upon plan.
- **15 Days Absent** - Student and EST-Guidance will revisit the Student Attendance Plan
- **20 Days Absent** - If the student continues to be absent after all appropriate interventions have been made, this student is, in effect, non-compliant with school rules. The ESS Team in collaboration with ASD-N will explore further interventions.

### Absent from school

When a student returns to school following an absence, a signed written excuse is to be presented to the homeroom teacher.

### Sign-in/Sign-out

If a student arrives after the beginning of period 1 they are considered late and must sign in at the office.

If a student has an appointment during the day, a signed note from the parent or guardian must be shown to the homeroom teacher then taken to the office prior to leaving. The parent or guardian must come into the school to sign the student out before they can leave the school grounds.

If a student must leave unexpectedly throughout the day, the student must inform their teacher and the administrative assistant and sign out. We again ask that parents and guardians sign their child out at the office before leaving the building.

### Extra-Curricular Events

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 reason for absence, provided there is a note and school administration has been notified.

### Noon Hour

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.

# Dr Losier Middle School

## Blue Knight Program

**Purpose:** To develop connectedness within the Dr Losier community

**Goal:** 100% of students connect to achieve Blue Knight Criteria Status

**Criteria:**

<b>Good Academic Standing</b>	<b>Regular Attendance Patterns</b>	<b>Follow DLMS Code of Conduct</b>	<b>Contribution to School Life at DLMS</b>	<b>Demonstrate School Spirit</b>
<ul style="list-style-type: none"> <li>• Working to the best of learner's ability</li> <li>• Positively contributing to the class atmosphere</li> </ul>	<ul style="list-style-type: none"> <li>• Showing up to school</li> <li>• Being ready and willing to learn</li> </ul>	<ul style="list-style-type: none"> <li>• Being Safe</li> <li>• Being Responsible</li> <li>• Being Respectful</li> </ul>	<ul style="list-style-type: none"> <li>• Going the extra mile to make DLMS a great place to learn               <ul style="list-style-type: none"> <li>• Extra-Curricular</li> <li>• Co-Curricular</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Participation in school events</li> <li>• Showing pride in DLMS &amp; Community</li> </ul>

**Application Process:**

<b>Staff Nomination</b>	<b>Peer Nomination</b>	<b>Self Nomination</b>
If/When students have demonstrated all of the 5 Blue Knight criteria, students can be nominated by a staff member	If you know that a friend goes above and beyond but is reluctant to stand up, a peer can nominate them.	Those students that want to take the initiative can nominate themselves

All Blue Knight applications will be reviewed prior to the monthly Knighting Ceremony. Applications are available online in the Knight Code section of the DLMS website and in the office. Once completed, they are to be submitted to Mr Wayne.

**Reward:**

- Blue Knights are eligible to receive an invitation to specially organized events.
- Blue Knights will receive a certificate recognizing your Blue Knight status.
- Blue Knights will receive a Blue Knight Shirt
- Blue Knights can choose to be recognized at a Knighting Ceremony

# Dr Losier Middle School

## White Knight Passport Program

**Purpose:** To foster leadership skills within the Dr Losier community

**Goal:** To increase the leadership capacity of students to become the best citizens for our community

### Criteria:

<b>Blue Knight</b>	<b>Role Model of Code of Conduct</b>	<b>Demonstrate Leadership Inside and/or Outside of School Community</b>	<b>Volunteerism</b>	<b>Promote School Spirit</b>
<ul style="list-style-type: none"><li>• Good Academic Standing</li><li>• Exemplary Attendance Patterns</li><li>• Follow Code of Conduct</li><li>• Contributions to School Life</li><li>• Demonstrate School Spirit</li></ul>	Modelling for others how to: <ul style="list-style-type: none"><li>• Be Safe</li><li>• Be Responsible</li><li>• Be Respectful</li></ul>	A student leader, whether in a formal position or not, nurtures abilities in themselves and others in order to make an ethical and socially just impact on the school or the larger community	Service is all about giving back to your community, or giving to others and their communities	Take a leading role to: <ul style="list-style-type: none"><li>• Organize and/or ensure others have school spirit</li><li>• Role Model how DLMS citizens help others and take pride in their school</li></ul>

### Application Overview:

Ready to start? Being a White Knight isn't easy - it requires a commitment over time. Since being a leader does not have a specific starting point, neither does being a White Knight. White Knight is open to all grades 7 and 8 students.

### Passport Process:

Even though the criteria for White Knight may be extensive, the application process is simple. Students who are interested in becoming a White Knight should start to collect the evidence required to demonstrate what it takes to be a White Knight. Once you feel you have met all five criteria during your time at DLMS make an appointment with Mr Waye. At that time your passport will be reviewed and the candidate will have time to explain their journey.

### Reward

- White Knights will have engagement as leaders in decisions that affect the school.
- White Knights are eligible to receive an invitation to and help plan specially organized events.
- White Knights will receive a certificate recognizing White Knight status.
- White Knights will receive an exclusive White Knights Hoodie
- White Knights can choose to be recognized at a Nighting Ceremony
- White Knights will receive an award at the end of the year during an awards ceremony banquet, which your parents or guest are invited to attend.