

**ST. AUGUSTINE SCHOOL**  
1103 – 8<sup>TH</sup> Avenue, P.O. Box 1810  
Humboldt, SK., S0K 2A0  
Phone: 306-682-1050 FAX : 306-682-5956  
gscs.ca/HAU  
**STUDENT HANDBOOK 2024-2025**



**This Planner Belongs To:**

**Name** \_\_\_\_\_

**Teacher** \_\_\_\_\_

**Grade** \_\_\_\_\_

## **PRINCIPAL'S AND VICE PRINCIPAL'S MESSAGE**

On behalf of all the staff at St. Augustine School, we would like to welcome everyone back to school, and we extend a special welcome to all the new families who have joined our school and community.

Our dedicated staff works closely together to create a sense of family within our school community. We are a school committed to making decisions based on what is best for the students and the school. As a staff, we encourage each student to seek excellence: in schoolwork, behavior, art, sports and in relationships with one another.

We have great students at our school. God has given each of you many talents and gifts. Jesus calls us to use those gifts to serve one another. Jesus also calls us to care for and love one another. Let us model this every day.

Parents, we invite you to become an active member of our school community. It is only with the support and dedication of many people that St. Augustine can be a wonderful place to learn and grow. Establishing a good relationship between home and school will also help you work with your children and challenge them to reach their maximum potential.

God bless you all, and have a great school year!

St. Augustine School Administration

### **School Prayer**

Almighty God

We pray our school would be a place of great discovery,  
adventure and creativity.

May it be a place where we love to learn,  
and where we learn to love.

A place where everyone is respected,  
and all are deeply valued.

We ask all this through Jesus Christ our Lord.  
Amen.



## MISSION STATEMENT

**Greater Saskatoon Catholic Schools:  
a welcoming community where we nurture faith,  
encourage excellence in learning  
and inspire students to serve others,  
making the world a better place.  
*We love because He first loved us.***

***1 John 4:19***

### **VISION**

St. Augustine Staff is committed to preparing students with a strong foundation in their education by:

- celebrating each child as a unique and special gift from God;
- promoting academic excellence;
- providing widespread opportunity for students to develop skills and values to succeed in the future as responsible citizens of faith;
- implementing learner-centered Saskatchewan curriculum, with cooperation and collaboration between school, home, community and Church.

### **VALUES**

We value:

- compassion and respect for each other;
- commitment by all to life-long learning;
- faith modeling as everyone's responsibility;
- social consciousness for those in need.

### **ST. AUGUSTINE OF CANTERBURY (OUR SCHOOL NAMESAKE)**

St. Augustine of Canterbury is known as "The Apostle of England". He was an abbot in Rome, and a close friend of Pope Gregory the Great, who respected Augustine's loyalty and perseverance.

In 596, he was appointed by the pope to lead a band of missionaries to evangelize England. As a missionary he was very careful to respect local customs. By being kind and patient, he set a good example and gave witness to their Catholic Faith. The missionaries, under his auspices, preached the Gospel, cared for the sick and poor while living very simple lives.

The work was very difficult. They were faced with many obstacles and felt discouraged at times. Converting the people was a slow process, but Augustine never lost faith and continued to persevere. It was said that he worked many miracles, and these helped to convert many doubters. Augustine was careful to always give credit to God for the miracles.

We celebrate St. Augustine's feast day on May 27th.

The following is a quote from St. Augustine:

***"He who would go to a lofty height must go by steps, not leaps".***

### **Lessons to be learned from Augustine's life?**

1. *We must have faith and be patient as we try to do God's work.*
2. *When we are asked to do something by our parents or those in authority, we should do it. If the task seems daunting, we can ask St. Augustine to give us strength.*

## **COMMUNICATION/NEWSLETTERS**

School newsletters will be sent out on a regular basis. The newsletter contains important information about the school and upcoming events. The 'Upcoming Events' portion is always listed, outlining important dates and activities at the school. Please read this section carefully, and note special dates. As need arises, parent memos are sent home via School Messenger. These are brief notices about various school or community matters.

Please contact the school if you have any questions regarding newsletters or memos. School newsletters and memos are generally sent home in digital format, via email. Please contact the office if you are not receiving the newsletters by email. Find us on Facebook (St. Augustine Humboldt).

## **DAILY OPERATION SCHEDULE**

8:35 a.m.	Doors Open (If you arrive prior to 8:35 a.m., there is a before and after school program available). <b>(Students are expected to play outside, weather permitting)</b>
8:50 a.m.	Warning bell: Students proceed to classrooms
8:55 a.m. – 10:20 a.m.	Classes in Session
10:20 a.m. – 10:30 a.m.	Morning Recess
10:30 a.m. – 12:00 p.m.	Classes in Session
12:00 p.m. – 1:00 p.m.	Lunch Hour
1:00 p.m. – 2:30 p.m.	Classes in Session
2:30 p.m. – 2:40 p.m.	Afternoon Recess
2:40 p.m. - 3:30 p.m.	Classes in Session

## **BEFORE AND AFTER SCHOOL PROGRAM**

The Bright Starts Early Learning Centre organizes and operates a Before and After School program for our students. It runs from 7:30 a.m. to 8:30 a.m. before school (at which time our school supervisors take over), and from 3:30 p.m. to approximately 6:00 p.m. after school on school days. If you have any questions, or you wish to register your child/children in this program, call the Kaitlyn at (306)682-1075. Students who are not enrolled in the Before and After School program should not arrive at the school until 8:35 a.m., when the school supervisors are on duty.

## **CELL PHONES, CAMERAS, ELECTRONIC DEVICES**

Students' cell phones will be stored in their backpacks at ALL times, unless they have specific permission from a teacher. No cell phones in pockets. Cell phones will not be used for academic purposes. Absolutely no cell phones on the playground. These rules are in place to protect students as there is confidential information in classrooms that cannot be posted online.

Cell phones will be dealt with on a three-strike policy.

- 1) Cell phone is confiscated and held at the office until the end of the day. The student must come and pick it up.
- 2) Cell phone is confiscated and held at the office until the end of the day. The guardians of the student must come and pick it up.
- 3) The students must leave the cell phone at home or hand it in at the office at the beginning of the day until school administration deems it safe for the student to bring the phone back to school.

## **STUDENT CONDUCT**

At St. Augustine, we feel we have been fortunate to have respectful students, supportive parents and caring staff members. It is our hope to cultivate a culture of 'Intentional Courtesy' within the school, where each member of the school community feels he or she can make a difference. This is achieved by focusing on positive interactions between students, by celebrating creative win-win solutions in solving interpersonal disagreements, and by having a strong connection between the school and the community. We want our school to be a warm, safe environment where students, parents, staff and the community feel welcome!

St. Augustine School acknowledges that it is the right of every student to learn and to grow in self-discipline. The right to an education comes with the responsibility to contribute to a satisfying, productive school climate. The home and the school share the responsibility for teaching appropriate and acceptable behaviours.

## **STUDENTS' RIGHTS**

All staff and students of St. Augustine School will make every effort to ensure that students in our school have the right to:

- \* learn in a safe, peaceful, faith-filled environment;
- \* know what behavior is expected of them while at school or on school functions;
- \* be protected from physical harm and verbal abuse;
- \* have positive behavior recognized and reinforced;
- \* have their concerns heard;
- \* be treated fairly, with kindness and caring.

## **EXPECTATIONS OF STUDENT CONDUCT**

All students are expected to:

- perform their role as a student learner to the best of their ability;
- treat others in the school with kindness and respect;
- work and play safely;
- respect, listen to, and respond to teacher or adult supervisors;
- follow school and classroom rules and regulations set out by teachers/administrators;
- take pride in the facility and resources at school and treat them with respect.

## **GUIDELINES FOR STUDENT CONDUCT POLICY**

We believe that:

- students have tremendous capability to help solve problems they encounter and must be involved in disciplinary action;
- misconduct is most effectively handled at the lowest level possible (student to student, student to classroom or supervising teacher, student to administrator), and when possible, strategies for addressing student misconduct will be handled at the lowest level of authority possible; and
- consequences for student misconduct should be feasible, logical and related to the misbehavior.

## ANTI-BULLYING STRATEGY

*“Bullying is a pattern of **repeated aggressive behavior**, with **negative intent**, directed from one child to another where there is a **power imbalance**.” – Dan Olweus, Norway*

At St. Augustine School, we treat occurrences of bullying seriously. Bullying can take on so many different forms: emotional, physical and verbal. Use of social media has made our children even more vulnerable through cyber bullying. The staff of the school is aware of the seriousness of bullying and will work hard to resolve serious bullying issues, taking whatever steps the situation requires. In all cases of students misbehavior identified as bullying, parents will be contacted and advised as to what procedures are being followed. It is not unusual for students, as well as adults, to have relationship problems from time to time, but the school should be notified if there is an on-going problem.

St. Augustine School believes the best way to present bullying is to have students actively engaged in positive school activities. The school also works to educate students regarding this issue. Students are taught strategies and problem-solving techniques through the Second Step Program and the Fourth R program. We also have an Anti-Bullying Policy that is reviewed every 2 years, to make sure it meets the needs of the students. We also support the students with faith-based assemblies, anti-bullying projects, speakers and Face-to-Face awakening retreats, which contribute greatly to the reduction of bullying behaviours. By working together with parents and community members, we believe we can maintain the culture of respect and tolerance established at St. Augustine School.

### SCHOOL SAFETY PATROL SCHEDULE

Please make a note of times when our Safety Patrollers are on duty at the cross-walk.

**8:35 a.m.-8:50 a.m.**

**12:00-12:15 p.m.**

**12:40-1:00 p.m.**

**3:30-3:45 p.m.**

Students are expected to use the Safety Patrol when crossing the highway.

### CROSSWALKS AND BIKE STANDS

Students are expected to use the Safety Patrol when crossing the highway and cross walks on other intersections. Please do not cross in the middle of the road. It is extremely dangerous! Students are expected to use the bike stands situated throughout the playground.



## **STUDENT DRESS GUIDELINES**

At St. Augustine School, we recognize the importance of fashion and style concerning student clothing. At the same time, we encourage good taste and modesty. Students are expected to dress appropriately for all school activities. Clothing with inappropriate writing or graphics is not permitted, nor is revealing clothing. No underwear or midribs should be showing. Hats are allowed outside the school only. Students arriving at school dressed inappropriately will be asked to change their clothing. Together we can maintain a school climate in which we all feel comfortable and respected.

## **LUNCH HOUR POLICY**

In an attempt to reduce the number of students that are at school during the noon break, we are encouraging students to eat at home if at all possible.

Students who choose to exercise the privilege to stay for lunch must eat in the classrooms and must abide by classroom rules. For their safety, students must remain seated while eating. Before eating, students are encouraged to use the washrooms to wash their hands. Eating is not permitted in the Gym, Library or outside, unless special permission has been given. Students are expected to behave in a respectable manner during lunch time, enabling all students to enjoy a peaceful and safe environment. At that time, if they have finished eating, they will be able to go outside for the lunch recess break. If students choose not to follow the lunch rules, their names will be recorded and their teachers notified. Teachers will share the information with the child's parents. If the misbehavior continues, parents will be notified, and the student will not be allowed to eat in their classroom for a period of time.

We encourage parents to send lunches that students can manage themselves: thermoses and containers that children can open themselves, food that does not require preparation and is ready to eat. Please provide the necessary utensils. Just a reminder there are no microwaves for student use.

Students who regularly eat lunch at the school may not leave the school during the noon hour without parent permission. Please let the school know if your child is planning a special lunch break away from the school. It is our responsibility to make sure the child is safe and where the parent expects him or her to be.

## **RECESS BREAKS**

Students need fresh air and are expected to go outside during recess. Exceptions, determined by staff, are made for inclement weather where there is extreme cold (i.e. colder than -25 C wind chill) or very wet conditions. Please dress appropriately for all weather conditions. Students who cannot go outside for medical reasons (i.e. a broken leg in the winter) must bring a note from their parent/guardian.



### **PERSONAL PROPERTY AND CLOTHING/ LOST & FOUND**

Students are responsible for all personal property. All students' personal property, clothing and footwear should be clearly marked, to help prevent loss. We suggest that expensive articles not be brought to school, for fear of loss or damage. The Lost and Found box is located in the hallway beside the Library. These items are put on a table for display on days when parents are visiting the school for special events. Please check for missing items. All unclaimed lost and found items are donated to the Good Neighbour Store at the end of each school year.

### **A NUT-FREE SCHOOL**

St. Augustine is a nut-free school! We have a number of students who have mild to severe allergies to nuts. In some cases, contact with nuts could be fatal! Please read labels carefully before sending or bringing lunches and snacks to school, to ensure the snacks are nut-free. Thank you for your support in this high priority matter!

### **REPORTING STUDENT PROGRESS**

There are three reporting periods in Greater Saskatoon Catholic Schools. They are in the following months: November, March and June. Students set learning goals each term, collect pieces of their work, determine whether or not they are achieving their goals, and share the information with parents/guardians and teachers at 3-way conferences. This is an extremely important part of the learning process. We encourage all parents/guardians to be actively involved.

### **EXTRA-CURRICULAR ACTIVITIES**

Our primary objective is to provide students the opportunity to participate in activities where the emphasis is on having fun, developing sportsmanship, improving physical fitness, promoting leadership and learning sport specific skills.

Participation in the Horizon School Athletic Association mainly includes students from grades 6-8 depending on the sport. Parents may be asked to assist in transporting students to and from games but will need to complete a Driver Authorization Form (available from the office) and a Criminal Record Check from the RCMP. The school has a special form that will allow you to obtain a CRC free of charge.

We also offer informal intramurals at noon for younger students.

### **COMMUNICATION PROTOCOL FOR PARENTS/GUARDIANS**

If students or parents have concerns or questions about an issue at school, please follow this communications process:

- \*The classroom teacher is the first person to hear and address any concerns from a student or parent.
- \*If the issue cannot be resolved with the teacher, the principal or vice-principal is to be contacted.
- \*If the matter remains unresolved, the parent may request communication with the superintendent.



## **MEDICATION POLICY**

If your child requires medication to be administered by the school, please contact the office for further information. There are special policies which govern the administration of medications. We require parental and medical authorization for prescription medications. We are not allowed to administer any non-prescription medications such as Tylenol or Advil.

## **COMMUNICABLE DISEASES**

Communicable diseases can spread rapidly through a classroom. To control the spread of these diseases, children who have a fever, diarrhea, a persistent cough, or rashes should not attend school until they are well and/or have been treated by the doctor. Children who have been in contact with a communicable disease should be kept at home at the first sign of illness. Children with the following should be treated before returning to school: lice, scabies, ringworm, impetigo, strep throat, scarlet fever, whooping cough and eye infections.

## **STUDENT BUSSING AND TRANSPORTATION**

All students who live in Humboldt qualify for in-town bussing, which is provided by Southland transportation. Students who live on acreages or on the farm can also access bussing from Southland Transportation. You can contact the school office at 306-682-1050 if you would like the link to register.

## **KINDERGARTEN REGISTRATION PROCEDURES**

If your child is five years of age on or before December 31 of the current year, he or she is eligible to register for Kindergarten classes. You can register your child at any time for the upcoming school year. Registration forms can be picked up at the school, you can call the office to have one emailed to you, or visit our website and find registration forms there. Our website address is [www.gscs.ca/studentsandfamilies/schools/HAU](http://www.gscs.ca/studentsandfamilies/schools/HAU).

## **FIELD TRIPS**

Field trips are an experiential method of learning and are used to extend and enhance learning or complement the physical education program, therefore all students are expected to participate. Parents/guardians may be invited to help with field trips. You will always be informed about excursions and at times, may need to complete a criminal record check in order to participate.



## **ATTENDANCE**

Regular attendance is necessary if students hope to achieve the best results possible. Please inform the school before the start of the school day if your child is going to be late or absent. This can be done through Edsby or by contacting the school office (306-682-1050). This is a safety issue and we rely on parents to keep us informed if your child is away from school for any reason and at any time throughout the day.

## **SCHOOL LEARNING IMPROVEMENT PLANS**

St. Augustine School strives for excellence in student learning. This year, we will be focussing on reading writing from grades 1-8. We will be implementing the RISE model in which teachers work together to provide research-based reading instruction to readers who are working toward reading at grade level. As well, faith-based education is the foundation for our school, so we strive to permeate faith-based content into all subject areas. It is also important that we continue to recognize First Nations peoples through treaty education and learning their culture and ways of knowing.

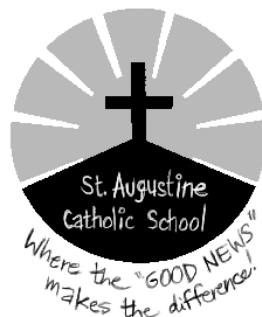
## **MILK PROGRAM**

St. Augustine School offers a Milk Program throughout the school year. We have punch cards available. They may be purchased for \$30.00 for 20 punches. If students do not wish to use a punch card, they may purchase individual milk at a cost of \$1.50 each. We have white and chocolate milk available for purchase. Student volunteers sell the milk at noon. Punch cards are available at the office or with the sellers.

## **BAND PROGRAM**

St. Augustine School offers an excellent Band Program for the students in Grades 6, 7 and 8! Each spring, there is a parent meeting set up, to introduce the students in Grade 5 and their parents to the Band Program. After the students choose an instrument of interest to them, they are able to purchase, rent or borrow the instruments for use during the school year. There is a Beginner Band Clinic offered at the beginning of each school year.

Humboldt Catholic School Band Parent Association is a 'booster club' formed to help support the band program. An annual meeting is held each fall.



## CATHOLIC SCHOOL COMMUNITY COUNCIL

Our Catholic school community council has been a positive, proactive part of our school community. They encourage and assist parent and community involvement. The CSCC shares the responsibility for the learning success and well-being of all students at St. Augustine School. The CSCC may be involved in undertaking activities to enhance the social needs, as well as the learning and well-being of students, and the resources and supports needed for the school, parents, guardians, and community.

If you, as a parent, are interested in being a member of our CSCC, we will be holding our annual general meeting after the welcome back barbeque in September.



## PRINCIPLES OF PRACTICE

**We Honour Our Children** – Our school is a child-centred community. We celebrate each student as a unique child of Christ through our love, care and respect.

**We Provide a Safe And Secure Environment** – Children feel safe and secure in our schools. We provide an environment of belonging for all children through gospel-centred communities of hope.

**We Live And Proudly Proclaim Our Catholic Christian Faith** – Our faith permeates our thoughts, words and deeds as we model Jesus, serving children first.

**We Provide Quality Education In A Catholic Environment** – Our schools maintain high standards of academic achievement while fostering lifelong faith development.

**We Pray As An Educational Community** – Our Catholic Christian education system reflects the communion of home, school, and Church providing daily opportunities for prayer and celebration of our Faith.

**We Practice Servant-Leadership** – Our staff are committed members of our Faith community who serve the family, school and Church.

**We Focus On Our Mission Through Clarity Of Purpose** – Our Catholic Christian Faith is clearly and consistently communicated and supports our unique and distinct ministry.

# Growing Together in Faith

## COMMITMENT TO CATHOLIC EDUCATION

### RELIGIOUS EDUCATION

Our Catholic faith is continually nurtured and experienced in Religion classes, all curriculum, celebrations, and prayer. Students are encouraged to attend church and Catholic values are reinforced in classroom school activities. There are many opportunities for parents to join in both school and classroom celebrations of Catholic Faith.

### SACRAMENTAL PREPARATION

In addition to regular Religion classes, the school promotes a commitment to the Catholic community through a variety of classroom, school-wide and church celebrations. Throughout the year, liturgical themes (i.e. Advent, Lent, and Easter) are featured and teachers seize the opportunities to highlight the theme in a variety of classroom activities.

Regarding sacramental preparation, the school supports the parish in the preparation and making of arrangements for families who wish their children to receive any sacrament. The school shares in the role of preparing students to receive sacraments.

In Grade 2, students are able to receive the sacrament of Reconciliation. In grade 3, students have the opportunity to receive the sacraments of the Holy Eucharist and Confirmation. Preparation for these sacraments is part of the regular Grade 2 and 3 programs. The school and the parish also recognize the importance of family involvement in sacramental preparation, so there is also a sacramental preparation component at the parish level involving instruction for both child and parents.

The school does recognize that children develop at different rates and that there may be circumstances that warrant a child receiving sacraments at a later time than suggested. This decision rests with the parents and the parish priest. If you have any questions in this regard, please phone the parish office for assistance.

