

## **ST. DOMINIC SCHOOL – HUMBOLDT**

Dear Parents and Caregivers,

We are looking forward to a joyful 2023-2024 school year. With much hope and optimism our school community is ready for an awesome school year. We are very blessed to be able to continue to celebrate our Catholic Faith. By allowing faith to permeate in all that we do, students are allowed to make connections between God and everything they learn and do in and out of school. All students, regardless of age, race, intellectual or physical ability, can be leaders inside the school and throughout the community. Through curriculum, stewardship and many activities offered at our school students can witness Christ.

We would like to take this opportunity to welcome all our new students, families, and staff. In addition, we would like to offer a big welcome back to all the children who make St. Dominic School their choice for Catholic education. Together we make St. Dominic a great Catholic community of learning.

Sincerely,  
St. Dominic Administration Team

### **St. Dominic - Patron Saints of our School**

*St. Dominic, the Confessor* – Feast Day: August 8. Mary, the mother of Jesus, appeared to St. Dominic, the Confessor, in the year 1206, just about 900 years ago, after he had been praying for people who disliked Christianity. She praised him for his valiant fight then gave him the Rosary as a mighty weapon, explained its uses and how it would help, and told him to preach it to others.

### **School Liturgies/Masses & Assemblies**

St. Dominic School will host a Liturgy/ Assembly, marking the holiday or event. Each of our classes take the opportunity to take turns to lead celebrations or assemblies. This may include a Liturgy of the Word, Prayer Service, or a Mass. Parents and family are always invited to celebrate with us!

### **Student Leadership & Service**

Our student SLC is working together to provide fun and meaningful activities for the students in our school. Students from Grades 5-8 will have many opportunities to organize activities such as gym blasts, dances, spirit weeks, special events, a movie night, and lunch sales, as well as charitable donations. Students will also assist with the Milk Program and Healthy Start Breakfast Program.

St. Dominic School has implemented and supports a Volunteer Program. The Grade 5 students will be Phone Monitors at noon hour (11:50 -12:50) various classes go to the Villa several times a year to read/craft/play games, etc. with the residents there. The Grade 7 students go weekly, in pairs, to the Food Bank to offer their services of stocking shelves, etc. The grade 8 students go weekly, in pairs, to the Good Neighbor Store to help in whatever capacity is needed. Ultimately, we hope our students will get a greater sense of Catholic social service & stewardship, by being involved in such projects.

### **Religion Program Outline**

The School Religion Curriculum is transitioning from using the “Born of the Spirit” program to the “Growing In Faith, Growing In Christ” is the religious education program of the Catholic Bishops of Ontario, Alberta, Saskatchewan, and the Northwest Territories. The new programs have been implemented in Grades 1 to 6.

### **Sacramental Preparation Programs**

Students in Grade 3 are prepared for the Sacraments of First Eucharist. (Confirmation has now moved to Grade 6) The preparations begin a few weeks before Easter and the sacraments are celebrated after Easter at St. Augustine Church or your home Church.

Preparation for the sacraments is done through collaboration with the school and parish. A resource book is provided for activities to complete at school and at home. The school classroom program supports and complements the preparation activities that the students are completing.

### **First Reconciliation Program**

Preparing for this sacrament follows a very similar pattern for students in Grade 2. Parents and students will be invited to an evening program at the church. A resource book is provided for students and the parents to undertake activities at school and at home. The teacher in the classroom also provides activities and follows up in the classroom at school. A special Penitential Service is organized for the students and parents to attend.

Preparation for the sacrament of Reconciliation is done through collaboration with school and parish. Father Colin Roy is very willing to answer any questions you may have about the sacramental programs. Parents can expect to receive the information letter prior to the end of November.

### **Teen Aid Program - Grades 6, 7, 8**

Teen Aid is a lifestyles program offered to 35 schools in the Carlton Trail Region. Teen-Aid strongly believes that postponing sexual activity until marriage is beneficial and can reduce the emotional, psychological, and physical consequences of premarital sex.

The program focuses on helping teens increase their personal understanding of sexuality and fertility, as well as the power they possess to create life. The course objectives are to enhance positive attitudes within the teen and to foster the development of healthy

relationships with peers, parents, and family. The Teen Aid program is offered each year at St. Dominic School, and is an important resource that supports the goals of our Health program, as well as our Family Life program, Fully Alive. The Teen Aid program for St. Dominic includes the following topics:

- Grade 6: Who Am I? - understanding changes taking place in adolescence, defining sexuality, appreciating uniqueness and worth of individuals
- Grade 7: Family and Peer Relationships, Pre-natal development
- Grade 8: Fertility Awareness, Friendship and Dating
- \* This program, like 'Fully Alive' is optional, though few students choose to opt out.

### **School Admin: Student Fees - Classroom Expenses**

Student fee of \$25.00 will be paid by the Division, however a \$6.00 fee is charged for student agendas for grades 2 to 8.

### **School and Community Support Services and Resources**

Through the Greater Saskatoon Catholic School Division, we have access to several Support Services and Resources including a Speech and Language Pathologist, Educational Psychologist, Public Health Nurse, and School Social Workers.

### **Communications Protocol**

The main form of communication between parents and the school is done through Edsby. If you are not on Edsby, please contact the school for help to get setup. All weekly communication will be posted on the Edsby river of news. Teachers will also send messages to parents via Edsby.

Contacting the school when you have a question or concern is an important part of good school community relations. It is important for parents/caregivers to know that we welcome your questions and concerns. In the vast majority of cases, parents and teacher can resolve the concern or address the issues in such a way as to benefit the child, the teacher and the parents.

We also know that despite our best efforts there will be times when we need to talk more often, communicate more clearly and work together to solve difficult problems. The following is the suggested protocol:

- Talk directly to your child's teacher. We know how much parents care for their children and want the best for them just as we do as teachers & support staff. Most concerns will be addressed through this direct, open, and honest communication.
- If after communicating with the teacher, concerns still exist, parents are invited to contact the Principal, or the Vice Principal for further discussions. We would hope to assist in the communications and to find solutions that would be to the satisfaction of everyone.

If a parent's concern is still not addressed satisfactorily after communicating with the school administrators, parents may discuss their concerns with Superintendent of Education, Mrs. Terri Fradette.

This protocol is the appropriate and ethical approach to dealing with concerns. It should be noted that at any time when parents have concerns related to school administration matters, they should feel free to bring those concerns directly to the school administration.

### **DAILY SCHEDULE**

|             |                                        |
|-------------|----------------------------------------|
| 7:00 – 8:30 | Before & After School Program          |
| 8:30        | Doors are open                         |
| 8:45        | Warning Bell                           |
| 8:50        | Announcements/O' Canada/Morning Prayer |
|             | Period 1 classes begin                 |
| 9:30        | Period 2 classes begin                 |
| 10:15       | Recess Break                           |
| 10:25       | Period 3 Classes                       |
| 11:10       | Period 4 Classes                       |
| 11:55       | NOON HOUR LUNCH DISMISSAL              |

Safety Patrollers and milk monitors leave at 11:50 to prepare for their duties. All other students are dismissed at the 11:55 noon bell.

|       |                                                                               |
|-------|-------------------------------------------------------------------------------|
| 12:25 | Students are dismissed for noon hour activities                               |
| 12:50 | Warning Bell                                                                  |
| 12:55 | Period 5 Classes begin                                                        |
| 1:40  | Period 6 Classes                                                              |
| 2:25  | Recess Break                                                                  |
| 2:35  | Period 7 Classes                                                              |
| 3:20  | Warning Bell<br>( <b><u>bus students only</u></b> are dismissed at this time) |
| 3:25  | End of Day Dismissal                                                          |

### **Attendance/Absenteeism**

Enter your child's absence in Edsby. Call the office for help to get setup. If there is no absence entered for your child, you will receive a call, text, and/or email if they are not present during attendance. If a student arrives late, they must check in at the office prior to going to class.

### **Student Sign Out Procedure**

At St. Dominic School, we require all students who are leaving the school to be signed out by an adult at the Main Office. We implemented this to ensure our students are leaving only with authorized adults, and to keep an accurate record of when and with whom our students are leaving the school. This will not need to occur during lunch, provided the students will be returning to school for the afternoon.

### **Report Cards – Parent Teacher Conferences**

The school year is divided into three terms. Report Cards for Grades 1-8 are issued through Edsby at the end of each term: November and March will be published on Edsby, and a paper copy will be sent home in June, with Parent Teacher interviews

in November and March. Kindergarten Report Cards are issued in March and June.

**'St. Dominic Catholic School  
Community Council' (CSCC) and  
'Friends of St. Dominic School'**

St. Dominic is very thankful to have an amazing Catholic School Community Council. This group is essential to having a successful school, as they serve as an advisory board for our school and are a voice for our school at the Board Level. The CSCC contributes to many school projects, activities and events. They offer special lunches at school during the year, help at the annual Fun Day, provide the treat bags for Christmas Santa treats, and countless other spirit building & fundraising events for St. Dominic School.

You will receive an invitation to help out during the year in various projects. The response has traditionally been very good. Should you forget to return the slip, contact the school and we'll forward your information to the Council members.

**NUT ALLERGY ALERT  
St. Dominic School Strives  
To Be Nut Free**

We have several students in our school who have severe allergies to nuts. Because contact with nuts could be fatal, we are urging parents to check carefully before sending lunch and snacks to school, to ensure they are nut free. Basically, parents and students need to read labels before sending/bringing lunch/food to school. Any lunches that contain nuts of any sort will be removed from the classroom and the student will be served lunch/snack from the Nutrition Positive Program. Public Health continues to update staff about the concerns and procedures of the nut allergy, use of the epi pen. We thank you for your cooperation.

As well, St. Dominic tries to maintain an up to date register of students that have significant medical conditions that the school staff should be aware of. These may include such other issues as asthma, allergies, diabetes, migraines, or any other physical limitations or conditions.

Please let your child's teacher and the school office know of any conditions such as those mentioned above or any other medical matters the school should be aware of. We appreciate your cooperation in keeping our information up to date.

**Medications Policy**

If your son/daughter is required to take medications during the day, please complete the required 'Administration of Medication' form available at the office. The school office will supervise the administration of medications. Classroom teachers do not look after medications in the classroom. The school cannot give out aspirins, Tylenol, etc. Please contact the school office if you have questions/needs regarding your child in this regard. The school would appreciate having all medications, other than the epi pen, handled at the office so that the medications are safe and properly supervised.

**St. Dominic is a Nutrition Positive School**

Thanks to a grant from the various sources St. Dominic School can offer a regular breakfast and emergency lunches for all our students. The breakfast program runs from 8:30 to 8:45 each school morning. Students have a choice of bagel, cereal bar, or muffin, yogurt or cheese, a selection of fruit, and a juice box.

If you have any questions about our Nutrition Positive Program, please feel free to contact Mr. Knaus.

### **School Milk Program**

All students are invited to participate in the noon milk program. A staff member coordinates the program with the help of grade 6 students. A punch card system is used. Students can purchase a '20 punch' card for \$25.00. These cards will be sorted by grades onto rings and kept in a container in the milk cooler. If a student chooses to drink milk for lunch on any given day, they will come to the milk dispersal area where a student helper will "punch" their card and give them milk (either chocolate or white). Students are allowed to use their punch cards to receive milk for family members only, not friends. Milk can be purchased individually for \$1.25 each.

### **Transportation of Students For Field Trips and Extra-Curricular Activities**

Our Board of Education has established a set of policies and procedures related to the transportation of students as per the guidelines set forth by the Saskatchewan School Trustees Association. The safety of students is the prime concern of our Board Members, Administrators, School Staff members, and Parents.

The following points outline the main aspects of the policy for the information of parents:

- For most regular school day field trips: school bus, or charter bus transportation will be arranged by the school
- For local special activities such as Safety Patrol events, swimming, sports activities etc., transportation will be provided by the school staff/parent drivers, or school bus transportation.
- Students involved in field trips, school activities, etc., are required to use the transportation provided except where it has been confirmed that a student's parents have personally assumed responsibility for their own children.
- Parents may not assume responsibility for other children.
- All students are required to wear seatbelts in vehicles.

- A record of the students involved in the trip and the specific travel arrangements for each student will be filed at the office for every trip.
- An information note will be provided to students to give to their parents regarding the nature of the trips, activities etc., transportation arrangements, schedules, and any other appropriate details. For all out of town trips, a permission form signed by parents or guardians is required.
- Parent volunteer drivers may be used in special circumstances. When this is necessary, parent volunteers shall be required to complete the Application for Volunteer Driver Authorization and provide a recent Criminal Record Search form. Please get a criminal record request form from the office prior to going to the RCMP. The requirement for a Criminal Record Search applies to all staff and volunteers who work in GSCS. Criminal Record Checks are valid for 3 years.
  - Must also have a Package Policy on vehicle with 3<sup>rd</sup> party liability.

If at any time, you have questions about the transportation policies for students please contact the School Administrators.

### **Field Trip Program (Tentative Listing)**

Kindergarten – Grade 2 Classes

- Local community trips to the museum, fire hall, greenhouse, etc.

Grade 3

Environmental Excursion – location TBA

Grade 4

- Saskatoon – Western Development Museum, University, and Forestry Farm  
Agriculture in the Classroom Experience

Grade 5

- Duck Lake, Batoche, and Fort Carlton
- Wapiti Ski Hill

Grade 6

- Regina: Museum, RCMP Training Depot, Legislative Buildings, and Science Center

- Wapiti Ski Hill

#### Grade 7

- Asessippi Ski trip – Downhill Skiing and Snowboarding
- End of year trip

#### Grade 8

- Asessippi Ski Trip – Downhill Skiing and Snowboarding
- Cross Country Skiing – Dixon
- Overnight camping excursion.

Financial support for field trip programs comes from school fundraising activities. The Catholic School Community Council makes donations to offset the cost of the Grade 7/8 field trips.

### **Student Behavior Expectations**

- Students have a right to an education until their behavior infringes on the rights of others to an education.
- Students have a right to learn: teachers have a right to teach. Student behavior must, therefore, be appropriate for the learning environment to be productive and positive.
- Homework is an integral part of education, and therefore, needs to be completed when assigned.
- Class time is valuable. Students are expected to make an honest effort to be on time and to be prepared.
- Students are expected to respect and follow the guidelines established for safety and good orderly conduct in the school. Some examples include the following:
  - o walking in the hallways and classrooms showing respect for others by being quiet (in the classroom, library, hallways, etc.) while others are working
  - o staying clear of out of bounds areas
  - o using designated entrances and exits
  - o not bringing sunflower seeds and junk food to school
  - o following bus rules

- o not engaging in play fighting, rough play, pushing, etc. students are expected to keep their hands and feet to themselves
- o being sure to follow the lunch time rules and procedures

- Christian Catholic principles stress respect for all persons, therefore, we expect students to show a high level of respect for themselves, each other, the staff, their parents, friends and neighbors, younger and older people, people of different races and nationalities, people with special needs, etc.
- Students are expected to treat school property and the property of staff and other students with respect.
- Fighting is not tolerated in our society and is not tolerated at school.
- Throwing rocks, snowballs, ice, etc. is not safe and is not permitted.
- Swearing, using inappropriate expressions or gestures shows a complete lack of respect for God and for others, and is not acceptable!
- Honesty is a special virtue that we all strive to develop. We expect students to tell the truth.
- Student detention or time out periods are intended to be a time for reflection, evaluation of behavior, and learning. Students are expected to respect the need for using these times to consider how they can improve.
- Toy guns, knives, lasers, firecrackers, lighters, matches, etc. are not allowed at school, and will be confiscated, stored at the office and may be returned only to parents.
- Students are expected to follow the directions and instructions of the school staff and adult supervisors without argument or expressions of disrespect.
- We expect students to respect our faith. At St. Dominic School we are sharing with parents and the Parishes, the responsibility for educating students in the Catholic Faith. We expect students to respect the prayers, the rituals, the symbols, the ceremonies and the instructional program activities of the religion course and of the school.

### **Positive Discipline**

Sometimes we need to undertake strategies to help students recognize how their behavior is inappropriate, and therefore, learn to control and be responsible for their behavior. We believe discipline is a learning process. We believe parents should be informed and involved in the process. The positive and negative consequences that we will use in this learning process are based on the three “R’s” of logical consequences:

- Related: we will try to make the consequence fit the situation and be a learning opportunity.
- Respectful: we will try to respect the dignity of the student in the process
- Reasonable: the consequence will be reasonable and short term – get it over with and get back to the job of growing and learning!

General Consequences may include:

- discussions, problem solving, reviewing behavior expectations, writing about the problem and solutions
- loss of privileges, times out, detentions, writing action plans
- removal from class or activity, or event
- loss of special events or program opportunities (ie: field trips, team sports, school events)
- making restitution, trying to make it right by explaining or apologizing, school/community service
- Parent/student/teacher problem solving conferences

More Serious Consequences may include:

In school suspensions  
Out of school suspensions  
Alternative programs/placements

### **Mobile Device Use at School**

Students may use the school telephone when they have a staff member’s permission to do so. During the school day students will not be permitted to use personal devices. *Students who are using these personal devices at school will have them confiscated and the device will be held in safe keeping. On a first offence, students will be able to pick up the device at the office at 3:30pm.*

*For future offences, the student’s parent must pick up the phone.* (Please note special permission to use a personal device has been given to some students with medical needs). If you need to contact your child throughout the day please call the office 306-682-1080 and we will ensure your child connects with you during their breaks, or if it is an emergency we will connect you directly to their classroom.

Please note that the time a student rides on school buses is considered part of the school day. The Bus Driver may or may not choose to allow the use of electronic devices on the bus. Any inappropriate use of electronic devices on buses may result in the privilege of use being revoked. Photography and video recording is prohibited for personal safety and privacy of others riding the bus, in the same way they are prohibited at school.

### **Computer Programs and Resources**

We are fortunate to have an excellent computer lab. We also have 45 iPads & tablets and 30 Chromebooks for student use. As well, we have a Smart Boards installed in the classrooms, to incorporate technology into lessons.

The Greater Saskatoon Catholic Schools has an established student policy for the computer and internet use at our school. This information is sent home with students at the beginning of each school year, which parents sign to acknowledge receipt of the policy and its boundaries. If you have any questions about the computer programs and policies, please contact the school office.

### **Bicycles, Scooters, Skateboards & Rollerblades**

#### **Rules and Guidelines**

- Riding to and from school only
- Safe riding practices to and from school
- Walk across safety patrol intersection
- Not for playing at recess or noon times
- Bike storage is along fences on either side of school
- Strongly recommend that students lock their bikes
- Scooters, rollerblades, skateboards stored inside
- Helmets are strongly recommended

- The school cannot be responsible for lost, stolen or damaged bikes, scooters, skateboards, and rollerblades.

### **Inside Shoes & Gym Clothing**

- We strongly encourage all the students to have a pair of inside shoes (gym runners) to wear at school. Two good reasons: - helps keep a clean school AND: health and safety reasons – shoes rather than socks
- Gym Clothing: T-shirts, gym shorts, sweat pants, for gym activities is expected for Grades 3-8. K to Gr. 2 students only need to wear their inside gym shoes for gym activities.

### **Expectation to Student Dress**

We encourage students and staff to use good judgment in deciding the types of clothing to wear to school. As a Catholic Elementary School with students ranging in age from young children to adolescents, we want our students to respect the positive values and healthy lifestyles of our families, our church, and our school. Headwear is not to be worn in school, with the exception of special days. St. Dominic School is an extension of the Church and as such, headwear is not allowed. In general, students are expected to dress in a reasonable, modest, decent and respectable manner.

### **Lost & Found**

Items are collected throughout the year. We regularly will set the Lost and Found items out on display for students to see and claim their items. Periodically, we take our unclaimed lost and found items to the Good Neighbor Store.

### **Birthday Invitations**

Please do not send birthday invitations to school unless you are inviting the whole class. Due to privacy, the school cannot give out contact information for parents.

### **Learning Assistance Programs**

The Learning Assistance Teacher (LAT) provides supports to the students of the school, working in collaboration with the Classroom Teacher and Administration. They may provide supports in the areas of reading, writing, mathematics, organization, work habits and/or social behaviors.

The LAT aids Classroom Teachers in determining the needs of the students in the classroom, designing programming, providing assessments, and making referrals for special services.

Special services may include a referral to the Speech and Language Therapist (SLP) for assessment and programming; a referral to the Educational Psychologist (EdPsych) for assessment and programming and/or other referrals that will utilize special services to help plan the best possible goals to meet the student's needs.

The LAT and Classroom Teachers coordinate the work of the Educational Assistants who provide support services to individual and small groups of students.

Parents are an important part in supporting their children in their learning. They are part of the program planning team and are consulted throughout the process of planning and implementing the program.

### **Grade 8 Home Economics & Industrial Arts Program**

The grade 8 program includes one morning a week attending the HCI Gr. 8 Home E. and I.A. programs. Students take Home E. for half the year, and then I.A. for the other half. We are thankful to work with our educational partners at the high school. Transportation is provided by school bus to and from the HCI.

### **Second Step**

This year our school will continue with the Social Skills Program called "Second Step". This program will teach a variety of Social Skills which fit well with our Safe & Positive Schools Policy. The Program will be taught from K-8.



### **Holidays & Extended Absences**

At St. Dominic School, we respect the parent/caregiver right to remove students from school for periods of time for holidays or other extended absences during the school year. We do stress that students learn best when at school. To that end, we will not be preparing “homework” for students away on these extended absences. Instead, teachers will provide Literacy and Numeracy practice congruent with Learner Improvement Plan School Goals and student needs that will bridge the gaps in learning that will occur during extended student absences.

