

Cumberland North Academy
879 Highway 204, Amherst, N.S. B4H 3Y1
www.cna.ccrsb.ca

Phone: (902) 661-2464 Fax: (902) 661-2438

This agenda belongs to:

Name: _____

Grade: _____

Teacher: _____

My phone numbers are: _____ / _____
Emergency Name and #

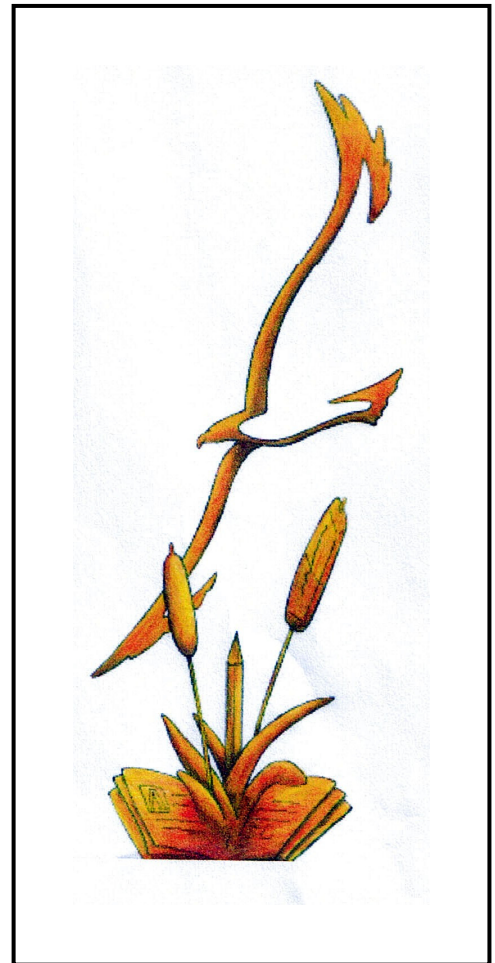
My address is: _____

Parent(s)/Guardians: _____ / _____

E-mail: _____ / _____

Power School Parent Portal
<https://sisccrsb.ednet.ns.ca/public>

Medical concerns: _____



In the event of an early dismissal from school my emergency plan is to:

Phone calls will be made from the office to inform you that the emergency plan is being put into place.

I _____, give my permission for my child to be photographed for local newspaper coverage of School events as well as the school website.
(Parent/ Guardian)

I _____, do not give my permission for my child to be photographed.
(Parent/ Guardian)

I have read and understand the rules and regulations of CNA _____ (student signature)
I have read and understand the rules and regulations of CNA _____ (parent signature)

***Parents and other visitors are required to check into the office and pick up a Visitor Tag before entering the halls for the safety of all.**

Cumberland North Academy Staff

Principal

Kathy Wells, extension 127
wellsk@ccrsb.ca

Administrative Assistant

Norma Estabrooks, extension 125
estabrooksn@ccrsb.ca

School Hours: 8:35 am -2:30 pm

Monitor on duty as of 7:45 for bus students
Breakfast Program available at 8:15

Recess: 10:15-10:30 am

Cafeteria Services Available

Vice-Principal/ Resource

Tammy Bickerton, extension 126
bickertont@ccrsb.ca

Cumberland North Academy Website

www.cna.ccrsb.ca

Updated calendars and information are posted here on a regular basis.

Noon Hour: 12:00- 12:45

Cafeteria Services Available
Cafeteria Menu on the website

Library Tammy Moran, Volunteer Librarian

Extension 106

Teachers:

Tammy Harrison
Julie McManaman
Bev Pugsley
Marcy VanSnick
Kristy Hoeg
Jill Carter
Irene Legere
Julia Cameron
Mike King
Nancy Coleman
Charline Bourque
Ann Rushton
Jocelyn Devine
Sharon Barkley
Julia Lavers

Grade

Primary
Primary/ One
One
Two
Two/ Three
Three
Three
Four
Four/ Five
Five
Five FI
Six
Six
Six FI
Learning Centre/
Resource
Grade 5 and 6 ELA
Resource /
Reading Recovery
Music
Physical Education
Grade 4
4-6 Core French
Guidance Teacher

Room/ Extension

188
185
175
178
182
184
180
177
164
166
171
167
169
173

Email

harrison@ccrsb.ca
mcmanamanJA@ccrsb.ca
pugsleyb@ccrsb.ca
vansnickm@ccrsb.ca
hoegka@ccrsb.ca
carterj@ccrsb.ca
legerei@ccrsb.ca
cameronjn@ccrsb.ca
kingms@ccrsb.ca
colemann@ccrsb.ca
bourquec@ccrsb.ca
rushtona@ccrsb.ca
devinej@ccrsb.ca
barkleySL@ccrsb.ca
laversj@ccrsb.ca
HollowayBlackKE@ccrsb.ca
macdonaldh@ccrsb.ca
tuckern@ccrsb.ca
leblancm@ccrsb.ca
manuelbm@ccrsb.ca
CarpenterTL@ccrsb.ca

Support Staff:

Peter Pitts, Mike Davis & Dave Shipley

Glenna Giffin, Kim Bailey
Sue-Ellen MacKay, Krissi Goode TBA

Debbie Coates
Bernice Shipley
Tammy Moran (Volunteer Librarian)

Caretakers

Educational Assistants

Student Monitors

2017-2018 Calendar of Important Dates

September 5 th	Orientation Day for Staff
September 6 th	Site Based Professional Development
September 7 th	1 st Day for students
September 11 th	First SAC and Home and School Meeting
September 20 st	Orientation Evening for families 6-7pm
September 29 th	Teacher Self Directed Day- no school for students
October 9 th	Thanksgiving Day
Oct 10-20 th	NS Assessment for Grade 6 ELA and Math (4 days)
October 27 th	Provincial In-service Day (no school for students)
November 13 th	Observation of Remembrance Day
November 17 th	Assessment and Evaluation Day
November 27 th	First Term Report Cards distributed
November 30 th	Parent Teacher Interviews 5-7pm
December 1 st	Parent Teacher Interviews AM/ Site Based PD PM
December 21 st	Last Day of Classes
January 3 rd	Classes Resume
February 19 th	February Holiday
March 12 th -16 th	March Break
March 23 rd	Assessment and Evaluation Day- no classes
March 30 th	Good Friday
April 2 nd	Easter Monday
April 6 th	Second Term Report Cards Distributed
April 19 th	Student Led Conferences 5-7pm
April 20 th	Student Lead Conferences/ Site Based PD
May 18 th	Site Based PD- no classes
May 21 st	Victoria Day
June 21 st	National Aboriginal Day
June 27 th	Last Day of Classes
June 28 th	Assessment and Evaluation Day- no classes
June 29 th	Third Term Report Cards Distributed (dismissal at 9:45)

Instructions for School Bus Passengers:

1. **The driver is in charge of the bus.** Obey his/ her instructions.
2. **Be on time.** The bus will not wait.
3. Talk to the driver only when necessary.
4. Keep the seat assigned to you by the driver.
5. Use appropriate language.
6. No loud/ boisterous talking, whistling or yelling
7. Stay in your seat while the bus is moving.
8. Open windows only with permission.
9. Keep hands, feet, head inside of the bus windows.
10. Do not throw anything from the bus windows.
11. Keep the aisle clear when the bus is moving.
12. When it is necessary to cross in front of the bus, walk 3 meters in front of the bus to a point where you can see the driver, cross to the centre of the highway, **STOP, LOOK** and **LISTEN**, then cross the road when it is safe to do so.
13. If there is no sidewalk, walk on the left side of the road when walking to and from the bus stop.
14. Never stand or play on the side of the road while waiting for the bus.

Please call CCRSB Office at 661-2533 with any questions or concerns regarding the school bus. Also, there is a link on the CCRSB website which advises Bus Stops correlating to your address.

Character makes a difference!

Each month, we will concentrate on a specific Character Trait for the staff and students of CNA.

September/ septembre- Respect- Respect through Sports – Respecting the rules of a game is important. It also is important to respect other players. Respectful people do not complain when they lose to another team. Respect is trying the best you can for yourself and for your teammates.

October/ octobre- Responsibility- means doing what you say you will do. Responsible people try hard to keep their promises. They accept the consequences of their words or actions. Responsible people follow rules. People will trust you if you are responsible.

November/ novembre- Friendliness – means being kind and helpful. Friendly people smile and greet others. They include everyone in their activities. Friendly people make others feel better about themselves. People will enjoy spending time with you if you are friendly.

December/ decembre- Caring- means thinking about the needs of others. Caring people are kind. They try to help others. You can show you care in many ways. You can ask people how they are doing. You can listen to your friends. People value others who care about them.

January/ janvier- Honesty- means being truthful. Honest people do what is right. Honest people do not lie or cheat. Be honest with yourself, your parents, and your friends. People will trust you if you are honest.

February/ fevrier- Tolerance- is about accepting the differences between people. It is learning to enjoy the differences you see in others. Being tolerant means understanding that people often are different from what you expect.

March/ mars- Cooperation- means working with others on a common task. Cooperative people work together to reach goals. Big tasks seem smaller when each person does one part of the task. A group often can reach a goal that one person cannot.

April/ avril- Patience – means waiting calmly without complaining. You may want to play a game but you do not know the rules. You can be patient and listen to directions. Patient people understand they cannot always do what they want right away.

May/ mai- Sportsmanship- showing sportsmanship means that you are a good winner and a good loser. Sportsmanship also is about having fun when you play. It means encouraging others to play well. Sportsmanship shows respect for your team and the other team.

June/ juin- Consideration- means being thoughtful of the needs and feelings of other people. Considerate people are kind and caring. They respect the rights of other people. Considerate people help others. People appreciate those who show consideration.

Author Assemblies

We celebrate student writing at Cumberland North Academy by having monthly Author Assemblies. Each class is assigned at least two months, where students will present a piece of their writing to the entire school. This is a great opportunity to practice speaking in front of others and to celebrate the wonderful writing that is taking place in classrooms.

September	Grades 6B, 3L, 2VS	February	Grades 6R, PH, 3L
October	Grades 6D, 3C, 2/3H	March	Grades 6B, 3C, 5C
November	Grades Remembrance Day Assembly	April	Grades P/1M, 6D, 5B, 4C
December	Grades 5C, P/1M, 4C	May	Grades 4/5K, 2VS, 1P
January	Grades 5B, 1P 4/5K	June	Grades PH, 2/3H, 6R

Provincial School Code of Conduct

All students and members of a school community will feel safe in their school. Each person will contribute to a safe and inclusive learning environment. Schools will support and promote positive student behavior through programs of prevention and intervention.

Acceptable Standards of Behaviour: All students and school members will

- Show respect for their rights, property and safety of themselves and others
- Accept personal responsibility for their behavior
- Demonstrate socially appropriate behavior
- Respect and appreciate diversity of all school members regardless of their race, culture, ethnicity, religion, creed, sex, sexual orientation, gender identity, gender expression, physical disability or mental disability, mental illness, age, national or aboriginal group, socio-economic status or appearance
- Treat school property and the property of others with a reasonable standard of respect
- Attend regularly and punctually as required under section 24 of the Education Act
- Show respect for the roles and responsibilities of students, principals, teachers, parents, volunteers and the school board
- Demonstrate respect for the learning environment of the school, the classroom and school activities and events
- Demonstrate and promote positive behavior through the avoidance of all types of violence
- Use information and communication technology in a responsible and acceptable manner
- Refrain from all forms of bullying and cyber bullying, intimidation, racism and discrimination
- Refrain from the possession of any weapons or the use of items as weapons intended to harm
- Refrain from the possession of, or being under the influence of alcohol, drugs, and other forms of intoxicants on school property

Responding to Unacceptable Behaviours Some behaviours- such as shoving and pushing, profanity, disrespectful behavior to others in the building- will be addressed by teachers and administration in the course of their daily work in classrooms and supervision of students in other areas of the school. Responses to these behaviours may include student and/or parent conferences, creating a plan for restitution, coaching students to help learn new behaviours, restorative approaches and /or detention as time to reflect.

Unacceptable behaviours that endanger the well-being of others, result in damages to property and or significantly disrupt the learning environment will be referred to the office and addressed in a progressive manner through consequences that may include in-school or out-of-school suspensions.

Responses to unacceptable behavior will:

- Be appropriate for the students age and stage of development and consider a student's special **needs** where the behavior is determined to be unintentional
- Be consistent with the standards established in the Provincial Special Education Policy
- Reflect the severity of the behavior
- Take into account the frequency and duration of the behavior
- Be chosen primarily for their educational value
- Occur in a timely fashion
- Reflect an individualized approach to discipline
- Be fair and equitable and respect the dignity of all involved

Suspension for up to 10 days may occur if the principal believes a student has engaged in any of the following activities while on school grounds, on property adjacent to the school grounds, at a school sponsored activity, function or program, at a school bus stop or on a school bus or off school grounds if any of these behaviors disrupt the learning climate of the school: *bullying, Cyber bullying, discriminatory behavior, illegal activity, insubordination, misuse of network or online resources, physical violence, racist behavior, repeated use of tobacco, sexual assault, sexual harassment, sexual misconduct, significant disruption to school operations, use or possession of alcohol, drug paraphernalia, illegal drugs, weapons, vandalism or verbal abuse.*

A principal may recommend that a suspension be extended for a period of greater than 10 days.

Responses Specifically Forbidden:

- Corporal punishment
- Attributing collective responsibility, including group punishment
- Course/ program withdrawal
- Reducing or not awarding marks or assigning extra work/ projects

Homework

It is encouraged that all students read every evening, have family discussions and keep a writing journal. You can find ideas of discussion topics and writing prompts on our Website at www.cna.ccrsb.ca. Reading logs are an important part of learning. Encourage your child to read often and model reading yourself. Visit the local library, become involved in book exchanges, read to your child and have them read to you. Homework in Grades 4-6 is an opportunity to reinforce skills, strategies and concepts introduced in the classroom as well as an opportunity to help students develop independent organizational skills, time management, effective study habits and responsibility. As a parent, you can help by establishing a quiet spot to work, a schedule for completing homework and communicating with the classroom teacher if there are problems or homework is not complete. The number of minutes your child spends on homework should be equal approximately 10 times his/her grade level (e.g. a 5th grader would spend 50 minutes). If homework gets too frustrating, or your child consistently cannot complete the homework, please write a note to the classroom teacher via the agenda, or make an appointment to see the teacher through the office.

National Anthem in Schools

The CCRSB believes in fostering pride in Canada and its history, values and freedoms. All schools play the national anthem along with age appropriate instruction on lyrics and meaning of "O Canada" and its importance. Exemptions from participation in activities related to the national anthem are considered and provided per written request to and approval of the school principal.

Parental Concern

As a parent, if you have a question or concern pertaining to a student or an issue within the school, you should **first try to resolve the issue with the teacher**, and then involve the school principal. If the issue is not resolved at the school, there is a **Parental Concern Referral Form on the CCRSB** website that can be faxed to the Family of Schools Supervisor at 597-4220. Please make sure to make appointments with the teacher or administration in advance.

School Advisory Council

The School Advisory Council advises the administration of the school. The council is comprised of staff, parents and community members. The council meets regularly in the seminar room of Cumberland North Academy.

Home and School Association

The Home and School Association is comprised of parents and staff and meets monthly. The Home and School is a hard working group of volunteers who plan events, raise funds and support students of Cumberland North Academy. **New members are always welcome!** Join the CNA Home and School Facebook Site!!

Electronics

Personal electronics, cameras, cell phones and headsets are not permitted to be used in the classrooms, building, on class trips or on the playground without permission from the classroom teacher. **Students found using these items without permission at school will have them held in the office until a parent can come pick them up.** Any pictures taken will be deleted and texts may be read. The school is not responsible for lost or stolen items. If electronics are brought to school, they are to be kept safely in backpacks or the teachers' desk.

Students being picked up / dropped off

1. Students being picked up or riding their bicycle will be dismissed at 2:30.
2. Parents are asked to wait at the front of the school for your child to be dismissed by a staff member.
3. Students will be walked out to the busses by a staff member.
4. **All changes to regular routines should be documented in the agenda, approved by the Bus company along with a note for the bus driver, which also has to be signed by administration.** Emergency changes to routine can be made by calling the school by 2pm.
5. **No students are to be dropped off at school prior to 7:45 am** as this is when our paid monitor begins her day.
6. **The Fire Lane is a drop off/ Pick up only, not a place to park.**

Attendance

It is important for all children to be in regular attendance and on time for school. Attendance is a requirement under the Education Act and a parental responsibility. We do not, however, encourage you to send children to school who are ill. **Please call the school if your child is going to be absent.** We do have voice mail and messages are checked regularly. Late students are required to check into the office so their attendance can be edited and they can be marked as present. Our first bell is at 8:35. **Arriving on time is important for students to be organized and not to disturb the learning of others.**

Medication/ Allergies

Please notify the school of any medical conditions or allergies your child may have. Only prescription medication may be administered by school personnel. **Prior to distribution**, parents must submit to the school the Administration of Medication Form which can be obtained from the office. In case of minor injuries, the school can administer bandages and has a room where students can rest quietly.

Extra- curricular Activities

Thanks to the many volunteers we have on staff and in the community, our school is able to offer extra-curricular activities to our students. Parents are always welcomed and encouraged to get involved in school activities. **Volunteer forms can be obtained in the office. All volunteers are required to complete these forms.** If you have any ideas for other groups you would like to run, please contact the school!

Rainy Days

There are occasions when it is raining outside and the playground is wet. On those days, all students will be expected to be dressed appropriately for the weather and play on the paved/ gravel area of the playground. It is encouraged to have extra clothes available at school.

School Recess/ Lunch Program

We have a cafeteria run by the Cumberland Catering Society. All profits from the Society go directly back to the school. Menus are found monthly on the website at www.cna.ccrsb.ca. Parents are asked to pre-order lunches and pay for lunches in advance by sending money in a labeled envelope or baggy. This can be done daily, weekly or monthly and helps the line to flow better at lunch time. Lunches can also be brought from home, but we **do not** heat up lunches in the cafeteria. Please do not send in glass containers or bottles. **We are a Nut Aware School, so please do not send nut products to school.** If your child is eating Wow Butter, please send a note in the lunch bag. Milk is available from the cafeteria for 40 cents at recess and at lunch. Milk cards can be purchased through the cafeteria and used weekly/ monthly/ yearly.

Breakfast Club

Our school offers a free Breakfast Club for those students who are interested every morning. This service is funded through a CCRSB Grant, community groups and donations, which are always welcomed! Breakfast consists of items such as granola bars, cereal, oatmeal milk/ juice and cheese.

Bucket Fillers

Cumberland North Academy is known for being a caring school. We encourage our staff and students to be “**Bucket Fillers**”, ask your child what this means!

WITS

We are participating in a Program through the RCMP called WITS (**Walk Away, Ignore, Talk it Out, Seek Help**) which helps elementary students recognize and deal with bullying and victimization.

Restorative Approaches

Restorative approaches are founded on positive relationships to help build a safe and positive school community. Many classes will have check-in/ check-out/ other circles and incorporate Restorative Approaches into daily practice in the classroom. When things go wrong, we will try to restore relationships and follow the Restorative Questions: **1. What happened? 2. What were you thinking at the time? 3. What have you thought about since? 4. Who has been affected by what you have done/ in what way? 5. What can you do to make things right?** Experience shows that Restorative Practices help students learn to take responsibility for their actions and encourages students to make things right.

