



Byemoor School Handbook 2025-26

"Excellence in all that we do"

Belief Statements

- The purpose of education is to instill a love of lifelong learning, a sense of confidence, and to give students the skills and abilities to solve problems that benefit themselves and their communities. -Students learn best through experience.
- Our school is committed to creating experiences for students in a safe and caring environment. -All students can learn and experience success. That said, students are expected to be active participants in their own learning. Students will achieve success through attention, effort, full participation, and application of learned skills with the understanding that mistakes are necessary for learning.
- The best educational opportunities for our students are possible when parents and the community work together with school staff, administration, and the Board

Principal's Message

At Byemoor School, we believe students are the focus of decisions that are made on a daily basis. We strive to ensure that Byemoor students are safe, respected, and happy members of our school community. We also believe that our parent community is an equally important part of the success of our students and school. We encourage parents to participate in the daily learning activities of their children by talking to their children about their learning.

In the coming year, we remain committed to student success. We will continue to focus on helping students build great literacy and numeracy skills in all subject areas. We also want to continue to create great learning experiences for your child with the goal of every child becoming a confident problem solver.

As always, we welcome your feedback. Should there ever be any questions, please do not hesitate to make an appointment to come in or contact us by phone or email.

Sincerely,

Krista Jewett



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Byemoor School 2024-2025

Byemoor School Staff 2025-26

Ms. Krista Jewett - Principal/ Teacher - Kindergarten
Ms. Danielle Berringer- Teacher - Gr. 1-3
Mr. Ryan Coleman - Teacher- ELA 4-9 and Social Gr. 4-9
Miss. Esther Nooijen- Teacher - Math and Science Gr. 4-9

Mrs. Bobbi Buchwitz - Secretary/Librarian/Educational Assistant
Ms. Taygan MacGillivray - Educational Assistant
Mrs. Raelynn Knowles - Custodian

Byemoor School Council and Executive

Meetings are held at least four times each school year. They provide an opportunity for staff, parents, and community members to be involved and informed.

Meetings will be announced on the school website, and dates will be available on the school newsletter calendar. These meetings will take place in person in the school library or online. Links/invites to online meetings will be emailed to parents.

Meetings are open to all parents and stakeholders.



As a **student**, I will:

Our Roles in Ensuring Success

- Always try to do my best work, believing that I can and will learn.
- Be kind and helpful to my classmates.
- Show respect for myself, my school, and other people.
- Come to school prepared with my homework and my supplies.
- Spend at least 15 minutes each day reading at home.
- Talk with my parents each day about my school activities.
- Show respect for property by not vandalizing or taking things that are not yours.

As a **teacher**, I will:

- Show respect for each child and for his or her family.
- Make efficient use of learning time.
- Provide a safe and comfortable environment that's conducive to learning.
- Help each child grow to his or her fullest potential.
- Provide necessary assistance to parents so they can help with assignments.
- Enforce school and classroom expectations fairly and consistently.
- Supply students and parents with clear evaluations of progress and achievement.
- Use special activities in the classroom to make learning enjoyable.
- Demonstrate professional behavior and a positive attitude.

As a **parent/guardian**, I will:

- Show respect and support for my child, the teachers, and the school
- Ensure that my son/daughter maintains good attendance
- Attend parent-teacher conferences
- Talk with my child each day about his or her school activities
- Ensure that my child reads each day, according to expectations by grade

Hand in hand, we will work together to carry out this work.



Byemoor School 2024-2025

Homework @ Byemoor School

“Homework” assigned on a nightly basis (Monday-Thursday) will consist of reading, practicing math facts, and finishing work the students did not complete in class. **The time that it should take to complete this work should be approximately 10 minutes for Grades 1-2, 15 minutes for Grades 3-4, 20 minutes for Grades 5-6, and 30 minutes for Grades 7-9**

In certain circumstances, when a student has failed to complete an assignment in class, or when a student has missed time, then this “catch-up” work may be assigned to be done at home.

There will be no punishment for homework that is missed. However, as we believe that this work is important, repeated failure to complete homework may have a negative impact on student learning.

Assessment/Grades @Byemoor School

Students and parents are issued 3 formal report cards per year at Byemoor School. The goal of these report cards is to inform parents about learning habits, areas of strength, concerns, and next steps for learning.

For students, K-6 Byemoor School, as with most other elementary schools, uses outcome-based assessment. Students do not receive percentage marks, and marks are not averaged. Student learning is rated using a 4-point scale where 4 indicates high achievement and independence and 1 indicates difficulty in a given area of study.

Students in Grades 7-9 will see a report card consisting of percentages for core subjects, and a 4-point scale for Art, Option, PE, and CTF. All of the assignments and test scores will be entered into PowerSchool. Parents can log in to the parent portal to keep track of students' grades as well as assignments that are due. <https://clearview.powerschool.com/public/>

Students are assessed on an ongoing basis. While tests and quizzes may be administered, these are only some ways that teachers gauge student learning. All assignments are important and we always encourage students to give their absolute best effort.

Report cards

Report cards for this year will go out on November 24, March 13, and June 24. Parent-teacher interviews are planned for November and March. We will schedule these interviews to follow each report card in November and March.



Expectations Regarding Student Behaviour

According to the Alberta School Act (section 7), students are expected to conduct themselves to comply with the following code of conduct:

- Be diligent in pursuing their studies
- Attend school regularly and punctually
- Cooperate fully with everyone authorized by the Board to provide education programs and other services
- Comply with the rules of the school
- Respect the rights of others

Student Absences

As mentioned above, we believe that students should attend school regularly. Sickness, religious holidays, and unavoidable circumstances are reasons why a student may be absent from school. In the case that this should occur, please inform the school with a phone call or email.

If students are taking a holiday during the school year, they are responsible for completing required work within a reasonable period of time when they return from their holiday. Work will not be provided or sent to students to complete on the holiday or before their trip.

Dress Code

Students at Byemoor School are young and should be dressed accordingly.

- 1) Clothing that promotes or brings awareness to hate, persecution, intolerance of others, unhealthy lifestyles, etc. is not allowed at school.
- 2) Students are expected to have two sets of footwear at school. One pair is to be worn inside (gym shoes) while the other is to be worn outside only.
- 3) Hats, toques, and hoods will not be worn inside the school.
- 4) Students may change for gym classes and will be required to wear school athletic uniforms for athletic matches.



Student Busing

Riding the school bus is a privilege, not a right. We expect students to follow the guidelines to ensure the safety of all students. Failure to do so may result in the removal of bus privileges. It is very important, for you as a parent, to contact the school and your bus driver if your child(ren) will not be riding the bus.

Cold/Wet Weather Concerns

Please ensure that your child is appropriately dressed for the weather. They are expected to go outside twice a day during recess and when scheduled for Physical Education.

Believing that it is important that students have the chance to access fresh air and be active, only in extreme circumstances will students be asked to stay in during recess. In cold weather, at the discretion of the supervising staff member, students may have an indoor recess. In rainy weather, the staff member will also make a reasonable judgment as to whether or not students should go outside for recess.

Note: It may be a good idea to have an extra pair of pants and socks in the locker or student backpack during periods of rain or wet snow.

Personal Property and Cell Phones

Except in cases where students are permitted to bring personal items to school for Show and Tell or other school projects, the staff of Byemoor School cannot be responsible for personal items. It is for this reason that we suggest students not bring items such as toys, electronic devices, etc.

Alberta Education has implemented a Cell phone policy for all students in Alberta. We will adhere to and follow the expectations of this policy. Students may bring cell phones to school when permitted by their parents. As with all personal property, students are responsible for the safekeeping of their phones. Please note, student cell phones must be kept in student backpacks once the student is on school property.

Note: We request that lunch kits and all outer clothing items, including footwear, be identified with your child's name.



Lost and Found

Lost and Found items are located in the main boot room. Students should check the bin if they are missing any items. On a regular basis, staff will lay out the items for students to look over and claim. Report any lost items to increase their chance of recovery.

Extracurricular Activities

Extracurricular and co-curricular activities can have a positive impact on students' learning, social development, and enjoyment at school.

Field Trips

Field trips are meant to supplement classroom experiences. Information will be sent home before each field trip, and you will be asked to sign a permission slip. It is a district expectation that this slip be signed before your child is allowed to go off-site. To avoid disappointment, please ensure the permission slip is signed and returned to your child's teacher by the due date. Parental involvement is always welcome on field trips.

Student Health

Medication

There are times when parents need the help of school staff with the administration of medications to their children. Please ask the office staff for a Request for Assistance to Administer Medication Form when this happens. You will need to complete the form and return the form and the medication (with a prescription label and the child's name) to the office before we are allowed to give the child the medication at school. This form is a directive of Clearview Public Schools.

Smoking

Smoking, smokeless tobacco, e-cigarettes (electronic smoking devices), and vapes are not permitted in the school, in the school parking lot, or anywhere else on school grounds. The Prevention of Youth Tobacco Use Act states that it is an offense for any person under the age of 18 years old to be in possession of cigarettes, smoke, or consume tobacco in a public place. There is a fine for this offence. This section is in reference to both cannabis and tobacco products.



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Lice

Lice are sometimes an unfortunate part of life at a school. They will infest anyone. Parents will be notified if we find lice and will be asked to pick up their children from the school and keep them home until treated.

Communication Plan

Byemoor School does its best to update its website regarding important dates and upcoming events. We invite you to check this resource often. On a daily basis, on our site, Clearview Central Office will also update bus routes that are delayed or canceled.

At the beginning of each month, the school will send home a newsletter as well as a calendar for you to post. This is usually the first Wednesday of the month. All forms contained in the newsletter or sent home can also be found on the website if one is lost.

In the case of an emergency, such as a sudden school closure, an announcement will be made using BrightArrow, which has the ability to make an automated call to your cell phone or landline and send mail to your email address quickly. Most messages will now come from BrightArrow. If you are not receiving any BrightArrow communications, please contact the school.



Bell Schedule

Byemoor School uses the same bell schedule Monday through Friday. Please see below:

<u>Bell Times</u>	
8:45	Homeroom
8:50-9:26	Period 1
9:26-10:02	Period 2
10:02-10:27	Recess/Nutrition Break
10:27-11:03	Period 3
11:03-11:39	Period 4
11:39-12:04	Recess/Lunch
12:04-12:40	Period 5
12:40-1:15	Period 6
1:15-1:50	Period 7
1:50- 2:25	Period 8
2:25-3:05	Period 9

Evacuations, Hold and Secure, Lockdowns

Students and staff will continue to practice these drills during the year. Procedures will be reviewed with all students at the start of the year within homerooms and discussed in reference to other rooms where they may attend classes.



SUBJECT: EMERGENCY PROCEDURES

In the event of an Emergency at the School

Byemoor School has made many preparations to deal effectively with emergencies that could occur in or around a school while classes are in session. While we hope that a natural disaster or other serious incident never occurs, our goal is to be prepared for any potential emergency. At all times, our first priority is to protect all students and staff from harm.

For our Emergency Response Plan to be effective, we depend on the cooperation and assistance of many people, such as the police and the fire department. We also depend on you, as parents, to support our response efforts. Your cooperation is vital to helping us protect the safety and welfare of all children and school employees. We recognize that you will want reassurance that your child is safe; however, rushing to the scene or calling the school will only add to the potential chaos and may interfere with officials being able to attend to the emergency. For the sake of your child and those responding to the incident, we ask parents to observe the following procedures:

DO NOT TELEPHONE the school. We understand and respect your concern, but it is essential that the telephone system be available for emergency communications. Please do not call your child's cell phone, as this may impair emergency communications and, in some cases, may place your child at risk.

Tune into the local radio and/or television stations for emergency announcements. You will also receive instructions on where you should go and how/when you may be able to pick up your child through the School Crisis Notification Network (CNN).

The District has also established a Community Hotline. This hotline will provide updated information regarding the emergency. It is a one-way system and can not receive messages.

Community Hotline 403-740-4050

We also encourage you to go to our website for additional information pertaining to the emergency.

District Website Address www.clearview.ab.ca



DO NOT COME to the school until instructed to do so. It may be necessary to keep the streets and parking lot clear for emergency vehicles. If evacuation is required, students may be transported to a location away from the school. You will be notified of this through the School Crisis Notification Network (CNN) and the media.

Should it be necessary to evacuate the school site, students will be transported to one of two possible sites for the Parent-Child Reunion Center. The first site is located on the school grounds. The second site is located at the School Evacuation Center. This location is activated only when the school premises must be evacuated. Due to the unpredictable nature of emergencies, we will only be able to advise you of the Parent-Child Reunion Center location at the time of the event. Should it be necessary to activate either of these Parent-Child Reunion Centers you will be notified via the School Crisis Communications Network (CNN). Students will remain at this location until they are released to their parent/guardian or return to the school.

Reuniting with your child. In order for us to ensure your child's safety, it is necessary for us to establish some protocols related to picking up your child. This protocol will also be posted at the Parent-Child Reunion Center. The following guidelines are in effect for picking up your child from a Parent-Child Reunion Center:

No student will be released unless you or an individual designated on the student's Emergency Information Card arrives to pick up that student. It is critical that you ensure the information on your child's Emergency Information Card is current.

You will be required to present valid identification. This step is required to protect your child from any unauthorized individuals attempting to pick up your child. The school may be receiving assistance from other schools or outside agencies and therefore, may not know you.

You will be required to sign for the release of your child. This is extremely important, as it is our only means of ensuring that all students are accounted for at all times. Please do not just take your child from the Center without signing for their release. We recognize that you may be worried and want to be reunited with your child as quickly as possible. However, this system has been established to ensure your child's safety. You may be jeopardizing your child's or another child's safety by not adhering to these procedures.

Should our normal transportation system be unable to transport your child home, your child will be kept at the Center until such time as you can arrange to pick them up.

If you are unable to pick up your child, he/she will be kept at the Parent-Child Reunion Center until alternate arrangements can be made. Your child will be supervised at all times.



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Talk to your children and emphasize how important it is for them to follow instructions from their teachers and school officials during any emergency.

Carefully read all information you receive from the school. You may receive updates about our safety procedures from time to time.

We are proud that Byemoor is a safe school, and we are doing everything possible to keep it that way. We appreciate your cooperation and support. If you have any questions about this letter or other aspects of our safety procedures, please contact Krista at 1-403-579-3959 during regular work hours.

Clearview Public School Learning Calendar

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