



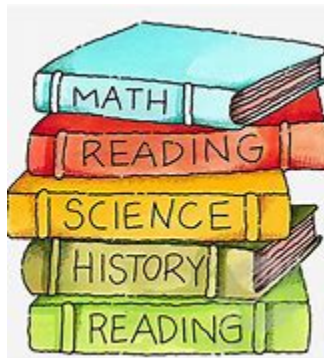
Chief Peguis Middle School

1400 Rothesay St. | Winnipeg, MB R2G 1V2 | Tel: 204.668.9442 | Fax: 204.667.4506

Principal: Carolyn Nazeravich | Vice-principal: Carrie Gillis

Email: cp@retsd.mb.ca | Web: www.retsd.mb.ca/cp

CHIEF PEGUIS STUDENT HANDBOOK 2024 - 2025



BLANK TIME TABLE

Doors Open: 8:30 am

Homeroom: 8:40 – 8:47

Period	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6
1 8:47-9:43						
2 9:43-10:36						
3 10:36-11:29						
Lunch: 11:29 – 12:16						
4 12:21-1:18						
5 1:18-2:10						
6 2:10-3:02						

INTRODUCTION

This handbook is intended to serve as a guide and source of information for the students and parents of Chief Peguis Middle School. We hope that it will provide insight into the educational process at our school and that students and parents will gain some understanding of what will be expected of students at Chief Peguis.

MISSION STATEMENT

The staff at Chief Peguis Middle School is committed to providing an environment which promotes the development of the individual's potential and the social skills necessary to meet the challenges of a changing world.

The students and staff of Chief Peguis Middle School are entitled to:

- A school free of physical, mental or emotional abuse.
- Mutual respect and understanding.
- A supportive and challenging learning environment.
- Respect for personal and school property.



GENERAL INFORMATION

LOCKERS

Students are to use only the assigned locker and locks provided by the school. Prior to homeroom and period 4, students should obtain all materials needed from their lockers for three periods. Students are not permitted to return to their lockers between periods unless they have Phys Ed or permission from a teacher.



PERSONAL BELONGINGS



The responsibility for items of personal property lies with the individual student. The school assumes no responsibility for loss or damage. Combination locks are provided for students' lockers. Students must keep their belongings locked up at all times and must not reveal their combinations to any other student. **Valuables are not to be taken into the Physical Education change rooms.**

REPORTING

Formal report cards will be posted to our Parent Portal three times each year: November, March, and June. Student-Led Conferences will be held in November & March. Parents will be informed as to when they can access report cards online via email and our website.



SEARCHES OF LOCKERS, DESKS, STUDENT CLOTHING OR POSSESSIONS

The River East Transcona School Division has clear regulations regarding searches. The following points explain important highlights of the regulations and give clear direction to school personnel:

Lockers and desks are school property and, as such, are subject to inspections by school authorities at any time without notice, without student consent and without a search warrant whenever a school authority has reasonable cause to believe that such a search is necessary.

Personal effects (e.g., purse, binder, clothing, backpacks, etc.) may be searched whenever a school authority has reasonable cause to believe that a student has violated Board Policy or poses a threat to the proper order and discipline of the school.

EXTRA-CURRICULAR PARTICIPATION & SPECIAL EVENTS

Fulfilling academic responsibilities, attending regularly, and behaving appropriately are basic expectations that lead to success in life. In order to encourage students to abide by these expectations, we inform them in advance that participation in extra-curricular activities and special events requires them to work diligently, behave respectfully, and attend school on a regular basis. Withdrawing privileges will be at the discretion of the administration in consultation with staff. Parents will be informed of any consequences administered by the school.

STUDENT ACTIVITIES

Students are encouraged to get involved in extracurricular activities. These may include:



Student Leadership
School Clubs
Drama Productions

Intramural Sports
School Teams
School Trips

Changemakers Club
Yearbook

STUDENT LEADERSHIP

There are many leadership opportunities for students at Chief Peguis Middle School. Over the course of their time here, students are encouraged to take leadership roles by demonstrating an awareness of their role as global citizens. Beyond the opportunities to contribute within the building, there will be many opportunities for students to contribute to the well-being of people in various parts of the world or our community through their philanthropic efforts.



Our hope is that students will come to realize that, through their initiative, they can truly make a difference. Within the Chief Peguis community, there will also be many opportunities to contribute by helping to organize school events, mentoring younger students, and volunteering time to support school initiatives. We encourage all students to get involved.

STUDENT EXPECTATIONS

Students are expected to:

- attend regularly and be on time
- be prepared and committed to work
- show respect for themselves and others
- be respectful of school and community property
- use appropriate language and behaviour
- be honest
- treat others in a safe and courteous manner
- strive for excellence



ATTENDANCE



The Public Schools Act of Manitoba requires students to attend regularly and punctually.

Absences: When a student is absent, a **parent or guardian must contact the school** to indicate that the student will be absent and to provide a reason for the absence. **A message may be left on the school's answering machine by calling 204-668-9442 prior to 8:00 a.m.**

Chief Peguis has a callback system. In the case of an absence which has not been excused by a call to the office, parents will be contacted either at home or at work. In addition, students are not permitted to be absent from a class or outside the school during class time without permission from a teacher.

Lates: Students who arrive late **must check into the office** before going to class.

Leave of Absence: Students requesting special consideration to leave school during regular hours (medical, dental, etc.) must provide a note from the parent and check out through the school office. Parents are encouraged to make appointments on in-service or administration days whenever possible.



Attendance at School-Wide/Grade Level Events: Throughout the year, several grade level or school-wide events will be held. These events provide alternate ways of meeting curricular outcomes and are considered to be regular school days. Please be aware that it is expected that all students be in attendance. Parent support is expected and appreciated. **Students who are absent on these days may be provided with an assignment related to the event to ensure that curricular outcomes are met.**

Additionally, there will be times when groups of students will be absent from school for optional programs, such as Band Trips or Ski Trips. Please note that all other students are required to be at school.

CODE OF CONDUCT

The River East Transcona School Division has adopted a Divisional Code of Conduct consistent with the Safe Schools Charter. Its purpose is to promote a healthy school culture where high levels of achievement occur within a positive school environment. The Divisional Code of Conduct can be found on our school website.

At Chief Peguis we focus on caring for yourself, for others and for the space around you. Students are expected to be familiar with the behavioural expectations of our code of conduct and to demonstrate them in all situations. See pages 15 & 16 for an outline of appropriate behaviours and expectations. These behaviours will be taught and reviewed by teachers throughout the year.

ELECTRONIC EQUIPMENT

Managing the use of electronic equipment in school is essential to maintaining an environment free from interruption of teaching and learning opportunities and to respecting the privacy and safety of all students. As a general rule, **the use of electronic equipment is not permitted during regular class time**. Only under special permission will students be allowed to use these devices during class time.

Cell Phones: Student use of cell phones is not permitted during class time, while on divisional transportation, or during out-of-school sponsored activities unless directed by a teacher. **They must be turned off and stored in lockers during regular class time**. It is expected that parent communication with students will occur through the office where a phone is available for student use.



MP3 players, iPods, Music Devices & Earbuds, etc.: Students need to be able to clearly hear instructions and announcements in the hallways and classrooms. As such, students are not permitted to use any sort of portable music devices, headphones, or earbuds during school hours (8:30 – 3:02) without the permission of the teacher, except for during the lunch break. They must be out of sight and turned off.

Camera Phones, Video/Digital Cameras, etc: Students must receive permission from both a staff member, and the subject of any photograph or video prior to it being taken. The use of such devices to invade the personal privacy of students or staff members will not be tolerated.

Staff members will confiscate electronic communications devices from students if they are used for unauthorized purposes or at unauthorized times, and parents will be expected to retrieve the devices from the office. Repeated unauthorized use may lead to further action.

The River East Transcona School Division will assume no responsibility in any circumstance for the loss, destruction, damage, or theft of any electronic communication device or for any communication bill associated with the unauthorized use of such devices.

DRESS CODE

The River East Transcona School Division believes the best learning and behaving takes place in a safe, caring, and respectful environment. Students shall dress in a manner that is appropriate for learning and working.

(1) Dressing appropriately for learning and working is a learned behaviour, and education should be the primary response by schools.

(2) Parents and students are responsible for appropriate student attire.

(3) Offensive images such as inappropriate slogans, racist, sexist or demeaning pictures and/or words on clothing, handbags, backpacks, etc., are not permitted.

(4) Students are prohibited from wearing gang colors, meaning those signs, symbols, or other identifying representations of gangs.

(5) School administrators will have the authority to address inappropriate attire in their schools.

- ❑ Hats and hoods CAN be worn in the school, including class time (unless it impacts negatively on learning, communication, or safety). However, they MUST be removed during the playing of the National Anthem.
- ❑ Footwear must be worn at all times.
- ❑ Outerwear (coats, parkas, jackets) are stored in the locker during class time unless directed by the teacher for a specific activity.
- ❑ Clothing, jewelry, handbags, backpacks, skateboards, and other attire must be free of inappropriate content, images and slogans including drugs, alcohol and profanity.
- ❑ Proper clothing is to be worn during Physical Education classes.

Students will be sent home to change inappropriate attire.

FREEDOM FROM AGGRESSION



Students who threaten the well-being of other students will be dealt with under the guidelines of the River East Transcona Safe Schools Policy. There will be no tolerance for behaviour which is of a bullying, intimidating or assaultive nature. Students who engage in fighting may be suspended from school. The school's policy describes bullying as the assertion of power through physical, psychological, emotional and/or social aggression. Disciplining bully-behaviour will range from speaking with and warning the offender for first or less serious incidents, to suspensions for repeated or more serious offences.

SKATEBOARDS, INLINE SKATES, SCOOTERS



Students are not permitted to use these items in the school or on school property. Inline skates must be removed before entering the school. Skateboards must be stored in a locker or with a staff member during school hours. The school assumes no responsibility for the loss, destruction, damage or theft of such equipment.

TEXTBOOKS AND LIBRARY BOOKS

Students are responsible for all textbooks and library books signed out to them. Lost or damaged books will be paid for by the student in whose name the book is signed out.



BACKPACKS & JACKETS



In the interest of student safety, backpacks & jackets are not permitted in classrooms during instructional time to reduce the amount of clutter. They must be stored in lockers each morning and afternoon.

FOOD AND DRINK

Food and drinks are not allowed in the classes and hallways during instructional time unless special arrangements have been made with the teacher in charge. When students are entering the school, they are not permitted to bring open food/drink into the school without permission.



PEANUT BUTTER AND NUT PRODUCTS

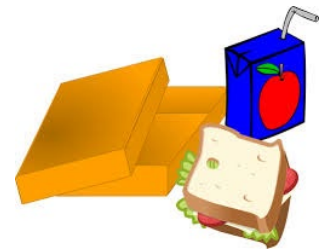


There are children attending Chief Peguis Middle School with a LIFE-THREATENING allergy to peanut butter and nut products. Exposure to a tiny amount of these items can be potentially serious. We therefore ask for your cooperation to avoid sending any items containing peanuts/nuts with your child to school. It is imperative that we all teach children to respect this serious situation.

LUNCH

All students, except for bussed students are encouraged to go home for lunch. However, if you stay for lunch you must eat in your designated area inside the school, behave responsibly, clean your table, and at 11:45 a.m. you must do one of the following:

- go to a Gym activity (as a participant)
- go to the Library to read, do homework, or use computers
- go to a club or activity sponsored by a teacher
- go and remain outside with proper clothing until 12:16 p.m.



If students finish eating their lunch before 11:45, they can leave the lunch area only if they go directly outside through the foyer exit. If students are participating in an activity during the second half of lunch, then they must remain in the lunch area until 11:45.

There will be NO hall traffic from 11:55 - 12:16 p.m.

Any abuse of the above rules will result in a suspension of lunch privileges for a length of time determined by the administration.

Students who do not remain at school for lunch are expected to exit the building promptly at 11:30 a.m. **These students are expected to remain within the Chief Peguis catchment area for the duration of the lunch hour. (No McDonalds, Safeway, John Pritchard, etc.)**

THE DISCIPLINE CYCLE

Despite attempts to implement proactive strategies to minimize disruptions, some students may, on occasion, negatively affect the learning environment. When this occurs, it requires our attention.

The following STEPS will be used when dealing with disruptions to the learning environment:

1. The student will be reminded that the behaviour is infringing on the rights and needs of the other students.
2. If the disruption continues, **the student will be removed from the class for a brief time.** Behavioural expectations will be discussed in the hall with the student. If the student agrees to cooperate, re-entry will occur.
3. If the disruption continues, **a consequence will be assigned,** and the student will be informed that a parent will be contacted if the inappropriate behaviour continues.
4. If the disruption continues, the teacher will **contact the home** to discuss the concern and seek parental support to address the concern.
5. If the disruption is chronic, **the teacher will consult with team members.** Possible interventions include:
 - Talking with student at a designated time (ie. team meeting). Parents can be included in this discussion.
 - Developing a plan of action. Administration can be consulted for support.
6. If the plan is ineffective, or the behaviour is dangerous, **the teacher or team leader will refer the student to administration.**

If a suspension is warranted:

- parents will be contacted
- a suspension notification will be sent to the Board Office

ILLEGAL SUBSTANCE USE

The RETSD has adopted a strict policy regarding illegal substances. Violation of this policy will result in a lengthy suspension and possibly other additional consequences.

WEBSITE

Information concerning school events for students, staff, and parents, will be posted regularly on our school web site. Please visit our school web site for weekly updates: <http://www.cp.retsd.mb.ca>



COMMUNICATION PROCESS

In any system, misunderstandings are bound to arise. When you have a concern regarding a matter involving your son or daughter, contact the school and ask to speak with the teacher(s) involved. If the teacher is not immediately available, please leave phone numbers and times when the teacher can return your call. Once in contact with the teacher, state your concern clearly and calmly. Most, if not all, misunderstandings can be resolved satisfactorily at this level.

Should you need to discuss your concerns further, your next step is to speak with the Administration at the school to resolve the matter.

COUNSELING

Parents and schools are important partners who share the responsibility of helping children to develop their strengths in order to meet life's many demands. Children need support as they are growing and in our modern times there are many demands being made on children, their families, and their schools. These demands frequently create a variety of problems. The Counseling services are available to students, parents and school personnel for discussion and prevention of problems.



VISITORS



All visitors are to report to the school office. No visitors are allowed in the school unless approval has been granted by the administration.

PARKING LOT SAFETY

Using the school parking lot as a drop-off or pick-up zone can create an unsafe environment for our students. Parents are encouraged to use Rothesay Street or the River East Arena lot.



CALENDAR 2024 - 2025

September

- 02 Labour Day (No School)
- 03 Co-ordinated Day (No Classes)
- 04 First Day of Classes (Day 2)
- 09 Parent Advisory Council - 6:00 p.m.
- 09 Chief Peguis Musical Arts Association Mtg. – 5:00 p.m.
- 11 Welcome Back Open House: 5:30 – 7:00 p.m.
- 13 Picture Day - 8:45 a.m.
- 13 Terry Fox Walk - p.m.
- 30 Truth & Reconciliation Day (No Classes)

October

- 07 EUBP Meeting (at Chief Peguis) – 5:00 p.m.
- 07 Parent Advisory Council – 6:00 p.m.
- 07 Chief Peguis Musical Arts Association Mtg. – 5:00 p.m.
- 14 Thanksgiving (No School)
- 25 Co-ordinated Day (No Classes)

November

- 04 Parent Advisory Council Meeting - 6:00 p.m.
- 04 Chief Peguis Musical Arts Association Mtg. – 5:00 p.m.
- 06 Picture Retakes
- 11 Remembrance Day (No Classes)
- 21 Student-Led Conferences: 4:00 – 8:00 p.m.
- 22 AM - Student-Led Conferences: 8:30 – 10:00 a.m.
- 22 Co-ordinated Day (No Classes)

December

- 20 Last Day before Christmas Break
- December 21, 2024 - January 5, 2025 - Christmas Break (No Classes)

January

- 06 School Opens/Classes Resume (Day 5)
- 13 EUBP Meeting (at Chief Peguis) - 5:00 p.m.
- 13 Parent Advisory Council Meeting - 6:00 p.m.
- 13 Chief Peguis Musical Arts Association Mtg. – 5:00 p.m.
- 23 Koliada Celebration @ Chief Peguis Middle School
- 29 Band Concert – 7:00 p.m.
- 31 Co-ordinated Day (No Classes)

CALENDAR 2024 - 2025

February

- 03 Co-ordinated Day (No Classes)
- 10 Parent Advisory Council Meeting - 6:00 p.m.
- 10 Chief Peguis Musical Arts Association Mtg. – 5:00 p.m.
- 14 Winter Activity Day
- 17 Louis Riel Day (No Classes)
- 28 In-Service Day (No Classes)

March

- 10 EUBP Meeting (at Chief Peguis) - 5:00 p.m.
 - 10 Parent Advisory Council Meeting - 6:00 p.m.
 - 10 Chief Peguis Musical Arts Association Mtg. – 5:00 p.m.
 - 13 Student-Led Conferences: 4:00 – 8:00 p.m.
 - 14 AM - Student-Led Conferences: 8:30 – 10:00 a.m.
 - 14 Co-ordinated Day (No Classes)
 - 28 Last Day of Classes before Spring Break
- March 29, 2025 – April 6, 2025 - Spring Break (No Classes)

April

- 07 School Opens/Classes Resume (Day 4)
- 11 Co-ordinated Day (No Classes)
- 14 Parent Advisory Council Meeting - 6:00 p.m.
- 14 Chief Peguis Musical Arts Association Mtg. – 5:00 p.m.
- 18 Good Friday (No Classes)

May

- 12 EUBP Meeting (at Chief Peguis) - 5:00 p.m.
- 12 Parent Advisory Council Meeting - 6:00 p.m.
- 12 Chief Peguis Musical Arts Association Mtg. – 5:00 p.m.
- 19 Victoria Day (No School)

June

- 02 Co-ordinated Day (No Classes)
- 25 Grade 8 Farewell Celebration
- 25 Grade 6 & 7 Activity Day
- 26 In-Service Day (No Classes)
- 27 Last Day of School – Early Dismissal

BEHAVIOUR EXPECTATIONS

Expectations	Taking Care of Self	Taking Care of Others	Taking Care of Space
All Settings	<ul style="list-style-type: none"> • Be on task • Give your best effort • Follow the dress code 	<ul style="list-style-type: none"> • Be kind • Help others • Use indoor voices • Keep hands and feet to yourself • Electronic devices are stored in lockers 	<ul style="list-style-type: none"> • Recycle • Clean up after yourself • Take care of belongings • Keep property free of graffiti
Hallways, Foyers, Lockers	<ul style="list-style-type: none"> • Walk • Keep to the right 	<ul style="list-style-type: none"> • Walk safely • Use indoor voices • Use lockers only during designated times 	<ul style="list-style-type: none"> • Keep hallway clean • Pick up litter
Library and Computer Labs	<ul style="list-style-type: none"> • Be on task • Keep computer password private 	<ul style="list-style-type: none"> • Use computers and technology appropriately • Stay on task 	<ul style="list-style-type: none"> • Push in chairs • Take care of books and computers • No food or drink
Lunch Eating Area	<ul style="list-style-type: none"> • Eat in designated area • Stay in designated area until 11:45. Do NOT eat lunch outside on school property. 	<ul style="list-style-type: none"> • Practice good table manners • Include others • Be sensitive to allergies 	<ul style="list-style-type: none"> • Recycle • Clean up after yourself
Canteen	<ul style="list-style-type: none"> • Be a welcomed customer 	<ul style="list-style-type: none"> • Line up in single file • Purchase food and leave promptly • Carry food carefully 	<ul style="list-style-type: none"> • Clean up if necessary
Office	<ul style="list-style-type: none"> • Stand or sit still • Be polite 	<ul style="list-style-type: none"> • Display calm composure • Use indoor voices • Wait to be acknowledged 	<ul style="list-style-type: none"> • Respect office furniture • Patiently wait your turn
Bathrooms	<ul style="list-style-type: none"> • Don't loiter • Wash your hands • Be sanitary • No cell phones 	<ul style="list-style-type: none"> • Respect privacy • Use appropriate bathroom etiquette 	<ul style="list-style-type: none"> • Throw out garbage • Respect soap dispensers • Keep stalls free of graffiti
Gym	<ul style="list-style-type: none"> • Change regularly • Follow instructions • Participate 	<ul style="list-style-type: none"> • Be kind to, and respect, all participants 	<ul style="list-style-type: none"> • Use equipment appropriately • Treat bleachers appropriately
Intramurals	<ul style="list-style-type: none"> • Follow rules • Be positive 	<ul style="list-style-type: none"> • Stay in designates area • Act in safe manner 	<ul style="list-style-type: none"> • Use equipment appropriately

Expectations	Taking Care of Self	Taking Care of Others	Taking Care of Space
Assemblies & Presentations	<ul style="list-style-type: none"> • Stay seated in house or class groupings • Use indoor voices • Remain quiet during presentations 	<ul style="list-style-type: none"> • Active listening • Appropriate applause • Orderly entry and exit 	<ul style="list-style-type: none"> • Treat bleachers appropriately • Keep area clean
School Grounds	<ul style="list-style-type: none"> • Dress appropriately for the weather conditions • Be mindful of traffic • Stay away from vehicles 	<ul style="list-style-type: none"> • Play safely • Include others • Stay away from vehicles • Play sport activities in the back field during lunch break 	<ul style="list-style-type: none"> • Recycle & Compost • Clean up after yourself • Remain in designated area • Enter through front doors
Community	<ul style="list-style-type: none"> • Walk on sidewalks • Be polite 	<ul style="list-style-type: none"> • Obey traffic regulations • Don't litter • Be polite to all • Don't gather in Parking Lots 	<ul style="list-style-type: none"> • Clean up & recycle • Graffiti free community • Stay off others' property • Stay in catchment
School Bus	<ul style="list-style-type: none"> • Abide by school bus safety expectations 	<ul style="list-style-type: none"> • Obey school bus safety expectations • Stay in your seat • Use a quiet voice 	<ul style="list-style-type: none"> • Keep bus free of graffiti • Keep bus clean
School Evacuation	<ul style="list-style-type: none"> • Exit the school safely and quietly 	<ul style="list-style-type: none"> • Follow all directions given 	<ul style="list-style-type: none"> • Line up in designated areas
Lockdown	<ul style="list-style-type: none"> • Know the expected routine 	<ul style="list-style-type: none"> • Take seriously the request to move into a lockdown area • Remain silent • Follow all directions 	
Homerooms & Classrooms	<ul style="list-style-type: none"> • Arrive on time • Arrive with all materials • Remain seated until dismissed 	<ul style="list-style-type: none"> • Listen to announcements • Be respectful • 	<ul style="list-style-type: none"> • Clean up after yourself
Lockers	<ul style="list-style-type: none"> • Use assigned locker • Keep locker secured • Keep lock combo private 	<ul style="list-style-type: none"> • Keep locker organized and clean 	<ul style="list-style-type: none"> • Discard perishables
Field Trips	<ul style="list-style-type: none"> • Follow instructions • Stay on task 	<ul style="list-style-type: none"> • Follow directions and stay with group • Be polite 	<ul style="list-style-type: none"> • Do not litter • Respect property
Dances	<ul style="list-style-type: none"> • Wear shoes • Follow dress code 	<ul style="list-style-type: none"> • Walk • Dance safely • Line up at DJ 	<ul style="list-style-type: none"> • Food & drinks kept in foyer 4 • Respect DJ's sound equipment