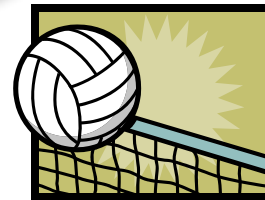
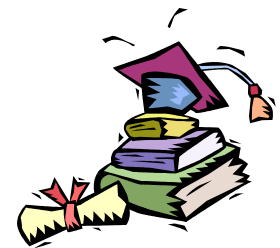


Viriden Junior High
School
Handbook
2011-12
“VJH RULES”



Administration Message

Welcome to Virden Junior High!! The following handbook is designed to provide everyone with information about our school in order to create a positive learning environment for our entire Virden Junior High community. If anyone has any questions or concerns about the contents of this handbook, please feel free to contact me anytime.

Take Care and Enjoy
Mr. M. Keown

Preparing Students for the Future.....

THE FORT LA BOSSE SCHOOL DIVISION is committed to working together with our communities to prepare students for the future by providing quality education and fostering lifelong learning in caring environments while making the best possible use of resources.

THE VALUES WHICH GUIDE US ARE:

- A responsibility to provide quality education for all students.
- An openness to change that enables us to respond thoughtfully to the demands of the future.
- An appreciation of and belief in the diversity, strength and commitment of our communities.
- An understanding of communities in their broadest sense; including staffs, parents, families, homes, businesses, cultures, as well as our students as partners in education.
- A fostering of healthy self-esteem and high achievement in students so that they may become self-directed, responsible adults.
- A respect for all people and their ideas, which is demonstrated in all decisions, actions and communications.
- A desire for safe, caring environments that show an appreciation of the talents, strengths and needs of our communities.
- A desire for responsible citizens committed to lifelong learning for everyone-students, staff, parents, and all community members.

School Dress

We do want the children to wear clothing which is appropriate to the season's climate conditions. We would like parents to be extra careful during the winter months as walking a distance or if the bus stopped, would result in serious injury if a child were not properly dressed. Please do not allow styles, etc. to interfere with a child's welfare. Students are expected to go out for recesses and noon hours. For this reason, we ask that they wear warm attire during the winter months. We realize that our building does get hot at times and it is uncomfortable, however summer wear must fit the following guidelines: Shorts must be of the legged variety and T-shirts must be full length. We do not allow: cut offs, short shorts, sundresses, spaghetti straps, halter tops, tube tops. Any T-shirts that display mid rifts will not be allowed at school. Apparel that displays items such as alcohol, drugs, etc, will not be allowed. Clothing that is worn for Physical Education classes must not be worn for regular classes. The final decision as to whether clothing is deemed inappropriate will lie with the School Principal, and the cooperation from everyone will be appreciated.

Assemblies

Parents are certainly welcome to attend any of the school assemblies. The assemblies are used for a number of reasons ranging from school activities, outside presentations, band/choir concerts, etc. These assemblies also create a forum where we can discuss any general school problems, regulations and procedures.

Excellence Assemblies

Several times per year, the staff of Virden Junior High recognizes students for academic excellence, academic improvement, and citizenship. In each home-room, a student who has shown high academic achievement, an improvement in academics, and citizenship is chosen. Each student who is chosen receives a certificate at the Excellence Assembly. These students are also eligible for prizes provided through the support of local businesses.

Virден Junior High Mission Statement

“VJH RULES”

- V** - **VIRDEN**
J - **JUNIOR**
H - **HIGH**
- R** - **RESPECT YOURSELF, OTHERS, AND
PROPERTY**
- U** - **USE YOUR TIME WISELY**
L - **LEARN ALL YOU CAN EACH DAY**
E - **EXPRESS AND EXPAND WHO YOU ARE**
S - **STOP AND THINK**

Medication Policy

Prescribed medication for students will be kept in a locked cabinet in the general office. This medication will be administered by secretary/principal as prescribed by a physician. Medication such as Tylenol will only be administered to students following consultation (phone call) with parents.

Student Service Center (Library)

Students will be held responsible for any books taken from the Student Service Center. A replacement charge will be levied for lost or damaged material. If such a charge occurs, it must be paid before students are allowed to sign additional material from the center.

Division Psychologist, Speech-Language Pathologist, Social Worker

We are fortunate to have these people to help the student, staff and parents. The purpose of referring a child to one of these resource people is to give the child a chance to be tested and the results may help either the parents or the teacher, or both, in a manner by which the child would be the ultimate winner. These resource people would make recommendations to the home and the school, which will help the child overcome any difficulties. Parents, as well as the teachers, may request a referral. Parental permission is sought prior to referrals being made. Our social worker will be a Liaison between home and school.

Objectives for 2011-2012

Under the auspices of the Middle Years Philosophy, the Virден Junior High staff wishes to concentrate on the following goals/priorities for the 2011 - 12 school year. It is to be understood that these are just priorities that will be worked upon to a greater extent **in addition** to the regular routine programs of our school.

- Enhance the learning opportunities for all learners.
- To further enhance student assessment practices.
- To continue to enhance facilities.
- To continue to facilitate the infusion of technology into our educational community.

Virден Junior High General Guidelines

1. Students are expected to display a "Respectful Behavior" at all times. Students must be respectful towards:
 - a) Themselves
 - b) Others
 - c) Property
2. Students must at all times be punctual.
3. Consuming of drugs or alcoholic beverages on school premises, playgrounds, school buses or during any school activity will result in suspension.
4. Students must not in any way deface or damage any school and staff property. In such cases, punishment will be administered plus payment for damage will be required from student/parent or guardian.
5. Students are expected to make a maximum effort at all times. Students whose conduct or academic progress is deemed unsatisfactory will have their parents called in, and a suitable solution will be discussed.
6. Students staying in the school later than the afternoon dismissal may do so only under the supervision of a staff member. All students should be out of the school by 4:00 p.m. unless supervised by a staff member.
7. A staff member/adult must be supervising students in the gymnasium at all times.
8. Any student found guilty of attempting to undermine the authority of the administration or other members of the staff, or to otherwise interfere with the operation of the school, shall be subject to immediate suspension.
9. Students may be excluded from any school project/excursion/event/activity/ if he/she has not produced acceptable standards in as far as marks, behavior, attitude, etc, or signed permission form.
10. Students may not wear hats in the building unless it is part of a school-sponsored activity. Violation of this rule will result in confiscation of said head apparel.

Food Available at School

Virден Junior High will be collaborating with Mrs. Vicki Edwards this year in order to provide healthy lunches for all staff and students. Mrs. Edwards will be preparing meals in in our canteen area, and providing a selection of healthy items such as (Sample menu items: soup, subs, salads, and fruit). We are excited to have this service back in our building, and we hope everyone will work together to make it a successful venture for all. Our milk (white and chocolate) will once again be offered this year, trying to provide more healthy choices for everyone. Milk cards will be available to purchase for \$30.00/card - this equals 30 milks. Individual cost is \$1.00 per milk. Our drink machines may be used each day of the week at noon hour or at dismissal. Funds from the drink machines go to the Grade Level fundraising.

Lunch Hour

Town students are encouraged to join their family at home for the noon meal. The only exceptions are:

1. The student is involved in a school activity.
2. The student has direct permission of a staff member.
3. If special circumstances approved by the principal or his designate warrants an exception.

Bus students/town students (that remain at school every day for lunch) wishing to leave the school grounds at noon must have a Request for Absence form signed by parent authorizing said excursion uptown or off the school grounds. There must be a form for each and every time. Students must sign out and sign in at the office. As a staff, we strongly suggest that parents only authorize this for emergency situations. Students are encouraged to play outside during the noon hour and recesses. Students are asked to bring a note signed by a parent or guardian if special conditions prevent outdoor playing. These special conditions must be valid and acceptable to staff. Students outside during these breaks must be on their grade level's designated side of the school building.

Student Arrival and Dismissal

The doors of Virden Junior High will not open until 8:30 a.m. every morning; as a result we recommended that town students do not arrive at the school until about 8:45 a.m. The bus students may enter the school upon the arrival of their bus. At dismissal, the bus students are to proceed to the bus. Students are reminded that bus drivers will wait 3 minutes and will not return to the school to pick up students afterwards. It is the students' responsibility to be prompt. Once the shuttle bus arrives at Virden Collegiate they are to board their home bus. Town students will be dismissed once the buses have exited the shuttle area. *are to be picked up on 10th avenue only. For the safety of our students, please do not pick up students in the staff parking lot on 9th*

Parents Picking Up Students

We would ask that all parents report to the office when picking up children at the school. As a convenience and in all interests of the well being of your child, teachers will be contacted via the school intercom and notified that a parent has come to pick up their child.

Bicycles

All students riding to school on bicycles must be sure that their bicycle is put into the bike stands. The school will not be responsible for any damage to bicycles. We ask parents to be sure that their child knows and uses the proper safety rules and regulations for riding a bicycle.

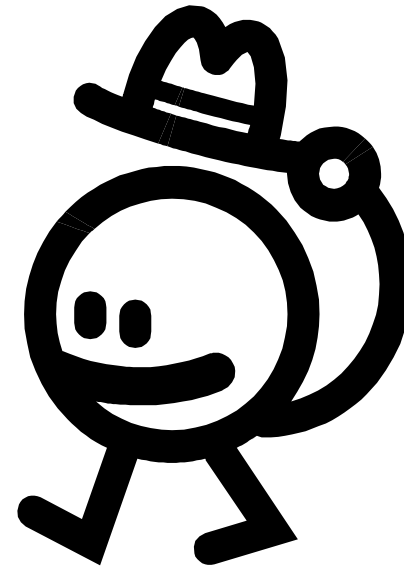
Student Accident Insurance

Reliable Life Insurance Company offers a Student Accident Plan providing coverage of service not covered by the Government Plan. The plan provides coverage 24 hours of the day, 365 days of the year at a minimum cost per student. A reduced rate is available when three or more children from one family are registered for the plan.

Enrollment forms are sent home with your child and you are to send it directly to the company in the provided envelope. For more information please dial the Toll Free Number: 1-800-542-8962.

11. Students must wear some type of footwear at all times in the event of a fire drill or an actual emergency. Students are responsible for cleaning up any excessive amount of dirt brought in by said student or any black rubber marks.
12. The use of cell phones during the regular school day (8:30—3:35) by students and staff is not permitted.

Students are asked to follow the above guidelines and if you have any questions do contact the administration or a staff member. Most of the above is just common sense, so please adhere to the rules and have a super year at Virden Junior High. A piece of advice - ask before you act.



*VIRDEN JUNIOR HIGH STAFF
2011 – 2012*

Administration:

Mr. Mark Keown, Principal
Mrs. Carol Anne Wood, Administrative Assistant

GRADE 5:

Rm 209 Mrs. Maureen Ross
210 Mr. Brian Peel
211 Mrs. Judy Poole

GRADE 6:

Rm 206 Mrs. Diane Burke
208 Mrs. Laura Wright

GRADE 7:

Rm 108 Mr. Don Nahachewsky
110 Mr. Gordon Schwindt
106 Mr. Jason Routledge

GRADE 8:

Rm 107 Mr. Malcolm Oldcorn
109 Mr. Hugh Wilson
105 Mrs. Lea McPherson-Ross

Mr. Randy Kalynuk - Phys.Ed.
Ms. Dorthe Tripp – Special Education/Life Skills
Mrs. Donna Cross - Resource
Mrs. Susan Masson - Art
Mrs. Janet Yochim - Band and Music (p/t)
Mrs. Linda Eastman - Dakota Lang. Instructor (p/t)
Mrs. Leanne Kalynuk - Librarian

Educational Assistants:

Mrs. Sharon Cameron	Mrs. Esther Finlay
Mrs. Betty Sidoryk	Mrs. Terri Dryden
Mrs. Judy Mytopher	Mrs. Keri Fries
Mrs. Carla Barkley	Mrs. Courtney Eilers
Mrs. Bonnie Girardin	Mrs. Shawna Smith
Mrs. Gina Bradbury	Ms. Susan Linski
Ms. Jasmine Bell	Mrs. Tanya Smart

Custodian Staff:

Ian Glendinning John Sawatsky Murray Stewart

Virden Junior High Parent Volunteer Program

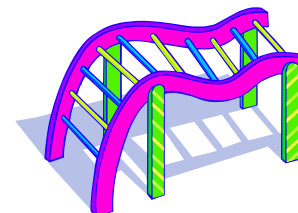
If any parent is interested in helping as a volunteer, do not hesitate to call the school or an advisory council member or leave your name at the office. Please indicate what days of the week or days of the cycle you would be available for. Parents are more than welcome to come to the school and sit in classes of their choice, as long as prior arrangements are made via the school office.

Virden Junior High Advisory Council for Student Leadership (ACSL)

Our school is pleased that we have a school advisory council composed of parents, community and school representatives. The advisory nature of this council is one that will only further enhance the quality of education offered at our school. The annual meeting and elections for the next school year will take place prior to the end of October. The present council carries through until this annual meeting. If you have any questions regarding this Advisory Council - do call the school or our present council.

Magazine Campaign

Virden Junior High has one major fund-raiser, that being the sale of magazine subscriptions. This sale will begin the end of September and run until mid October. We will be having four collection days. We do ask for your support for this sale as our portion of the proceeds goes into our student council account and are used for the betterment of the school, its facilities and student activities.



Student Leadership

Virden Junior High provides a number of opportunities for students to take on or be a part of leadership roles. Students from Grade 6-8 may be involved with the LEO Helper Program. Students will be given training so that they may be able to help fellow students in our school with any particular problems or activities. The LEO Helper students may also be able to help with tutoring of fellow students. Students in Grades 5-8 may be involved in Student Council, which is very active in our school. It consists of a five-member executive, room representatives from each classroom and a staff advisor. Our executive elections take place in the spring each year. The room representative elections will be held in late September. These people meet once a month and are responsible for a number of activities such as dances, Halloween party, funding various school activities, etc. Staff advisors supervise the Leo Helper program and student council. Every attempt is made to have both groups work together.

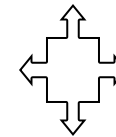
Office Assistants

We have a number of students from Grades 6-8 every year that act as Office Assistants answering the phone and taking messages during the noon hour. This group of helpers works out very well. The practical experience gained by the volunteers appears to help their development, not to mention the aid it gives the operation of our school. These students are recognized for their efforts at the end of the school year.

VIRDEN JUNIOR HIGH SCHOOL STUDENT COUNCIL 2011-12

President: Shane Keown
Vice President: Brooke McIntosh
Secretary: Taylor Nahachewsky
Treasurer: Brandt Unger
Reporter: Lauren Linski

Room Reps to be determined in September 2012.



VIRDEN JUNIOR HIGH SCHOOL ADVISORY COUNCIL FOR SCHOOL LEADERSHIP (ACSL)

President: Nikki Harkness
Vice President: Susan Linski
Secretary: Ginny Fridd
Treasurer: Tanya Smart

Members at Large: Cathy Coulter, Laurel Lamb,
Laura Chapman, Dot MacDonald, Dorii Charles,
Karen Wild, Angela Scott

Communication

The philosophy of the Virden Junior High is to educate your child to the best of our ability. We are the first to recognize that this can only be accomplished if home and school work together. If you have any questions or problems don't hesitate to call us, for we will not hesitate to call you.

Phone: **748-193293**

E-mail: **mkeown@flbsd.mb.ca**

Attendance

Attendance is one of the key elements, which will determine your success at Virden Junior High. We cannot teach students who are not in class. All of the research in education indicates that the following circular pattern occurs far too often with students with poor grades.

Poor Attendance = Poor Marks

If a child does miss a day, it is the responsibility of the child to catch up on any work missed. **Any student leaving the school after arrival *MUST* complete a "Request for Absence" form, which needs to be signed by parent/guardian/student. Also, if a student is going to be absent due to illness, please call the school to advise.**

Lost and Found

There are lost and found boxes situated in both the lower and upper hallways. If your child is missing any article, please have your child contact his/her homeroom teacher, check the lost and found boxes, and if the article is not found after a thorough search, contact the office and a general announcement will be made. Please be sure that all your child's articles are properly labeled. Articles not claimed by Christmas or by the end of June are donated to local charities.

Parent/Student/Teacher Conferences

Detailed formal reporting on each individual child's progress will take place three times a year. At these times, each parent/guardian will receive a formal report card outlining the degree of progress their child has achieved. Virden Junior High will continue to host a "Celebration of Learning" for the November reporting Period. We request that all parents and students attend this event, to collaboratively celebrate the successes of the first term. **Note:** It is Virden Junior High policy for parents to be contacted (via telephone, e-mail or note) if any problems have arisen with their child's education, effort or attitude. It is our firm belief that the education of your child and our student can only be accomplished if both factors (parents and teachers) are working towards the same goal so we may help if at all possible.

Code of Conduct

Our school annually reviews and revises our student behavior/discipline plan. Once the plan is finalized, a copy will be sent home for parent to review and sign. We will ask for a portion to be returned to the school signed by parent and student. In conjunction with our Code of Conduct, the staff of Virden Junior High recognizes and rewards good conduct with several "Reward Days" throughout the school year. Students are not aware of this event until the day it is held. Students who do not qualify will be supervised as they proceed with curricula work.