

**Handbook and
School Calendar
2021-2022**

Kindergarten to Grade 5



Mike Mountain Horse Elementary School
155 Jerry Potts Blvd., Lethbridge, AB T1K 6G8
Phone (403) 381-2211 Fax (403) 329-0547
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Mike Mountain Horse ELEMENTARY SCHOOL

155 Jerry Potts Boulevard W.
Lethbridge, Alberta T1K 6G8
T: 403.381.2211 F: 403.329.0547
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Website: mmh.lethsd.ab.ca

September 2021

Dear Parents/Guardians and Students,

Welcome to Mike Mountain Horse School! Whether you are new to our school or returning for another year, the staff of Mike Mountain Horse look forward to working with you! At our school, student learning and engagement is a top priority. We are proud to share the following vision and mission statement with you:

Vision:

Our vision is to find strength in the spirit of our community and to inspire everyone along their learning journey.

Mission:

Our mission is to nurture courage, vibrancy and growth amongst all learners through the provision of:

- Genuine relationships
- Shared and collaborative decision making
- Authentic and effective learning experiences
- Quality and meaningful work
- Honouring diversity
- Student and staff well-being

This handbook has been prepared to share with you basic information regarding the procedures, routines and expectations of our school. If you have any other questions, always feel free to speak with your child's teacher, the office staff, or the administrative team. Information is also available on our website (noted above).

Looking forward to a terrific year!

Kerry Taylor—Principal

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Mike Mountain Horse Staff

School Administration:

Kerry Taylor – Principal
Lindsay Wehrwein – Vice Principal

Administrative Support:

Charlene Drader
Alysse Stacey

Teacher Counselor:

Michelle McFadzen

Learning Support Teacher:

Nicole Baker

Music Specialist:

Megan Peeke-Vout

<p>EPP Teachers Christin Cann Sara Harker</p>	<p>EPP Educational Assistants: Trudie Fyfe, Deb Stankievech, Lila Hoffman, Melissa Thackeray, Andrea Hanna, Tina Guness, Teigan Jacques- Clothier</p>
<p>Kindergarten Teachers Jeni Byce Krista Fisher</p>	<p>Kindergarten Educational Assistants: Kinsey Smith, Delaine Taylor</p>
<p>Grade One Teachers Marie Lowe Angie Fallwell Courtney Lacanilao Zoe Bracken</p>	<p>Educational Assistants: Tanya Buchwald, Shirley Fleming, Joyce Bishoff</p>
<p>Grade Two Teachers Brittney Petkau Heather Neilson Megan Palmer Sherese Speelman Carly Dunlop</p>	<p>Educational Assistants: Diane Pollio, Alana McLean, Cherilyn Ferby, Crystal Ferguson</p>
<p>Grade Three Teachers Angie Kubik Corrina Barker</p>	<p>Educational Assistants: Amy Van Eden, Cathy Burke</p>

Linda Payne Angela Court	
Grade Four Teachers Amanda Fahey Karen Bourassa Krista Seaman Michael Page	Educational Assistants: Amy Van Eden, Cathy Burke, Cherilyn Ferby
Grade Five Teachers Amanda Cross Lori Holmes Jennifer LeGrandeur	Educational Assistants: Crystal Ferguson, Darli McAulay
Speech and Language Assistant Joanne Guppy Tanya Buchwald	
Learning Commons Facilitator Sarah Renner	
Caretaking Staff: Corrine Young Ana Gonzalvez Rachel Preslend	

History of “Mike Mountain Horse”



The name of the school commemorates Mike Mountain Horse Miistatosomitai (1888 – 1986), a war veteran, scout and writer. Born and raised among the Blood tribe, he left home in 1894 to attend an Anglican boarding school. After his brother was killed in World War I, he joined the Canadian army and served overseas in France. Upon his return he worked at various Mounted Police detachments in the Lethbridge area and for the Canadian Pacific Railway. Launching a writing career in the 1920s, he wrote for the local newspapers and prepared a manuscript of the book, “My People the Bloods”, published by the Glenbow Museum and Blood Tribal Council in 1979. In the late 1950s Mike Mountain Horse retired to the Blood Reserve where he served one term on the tribal council.

MMH Bell Times Grades 1-5

Monday - Thursday	Start Time	End Time
Last Names A-K	8:00 a.m.	2:50 p.m.
Last Names L-Z	8:05 a.m.	2:55 p.m.

Friday	Start Time	End Time
Last Names A-K	8:00 a.m.	11:25 a.m.
Last Names L-Z	8:05 a.m.	11:30 a.m.

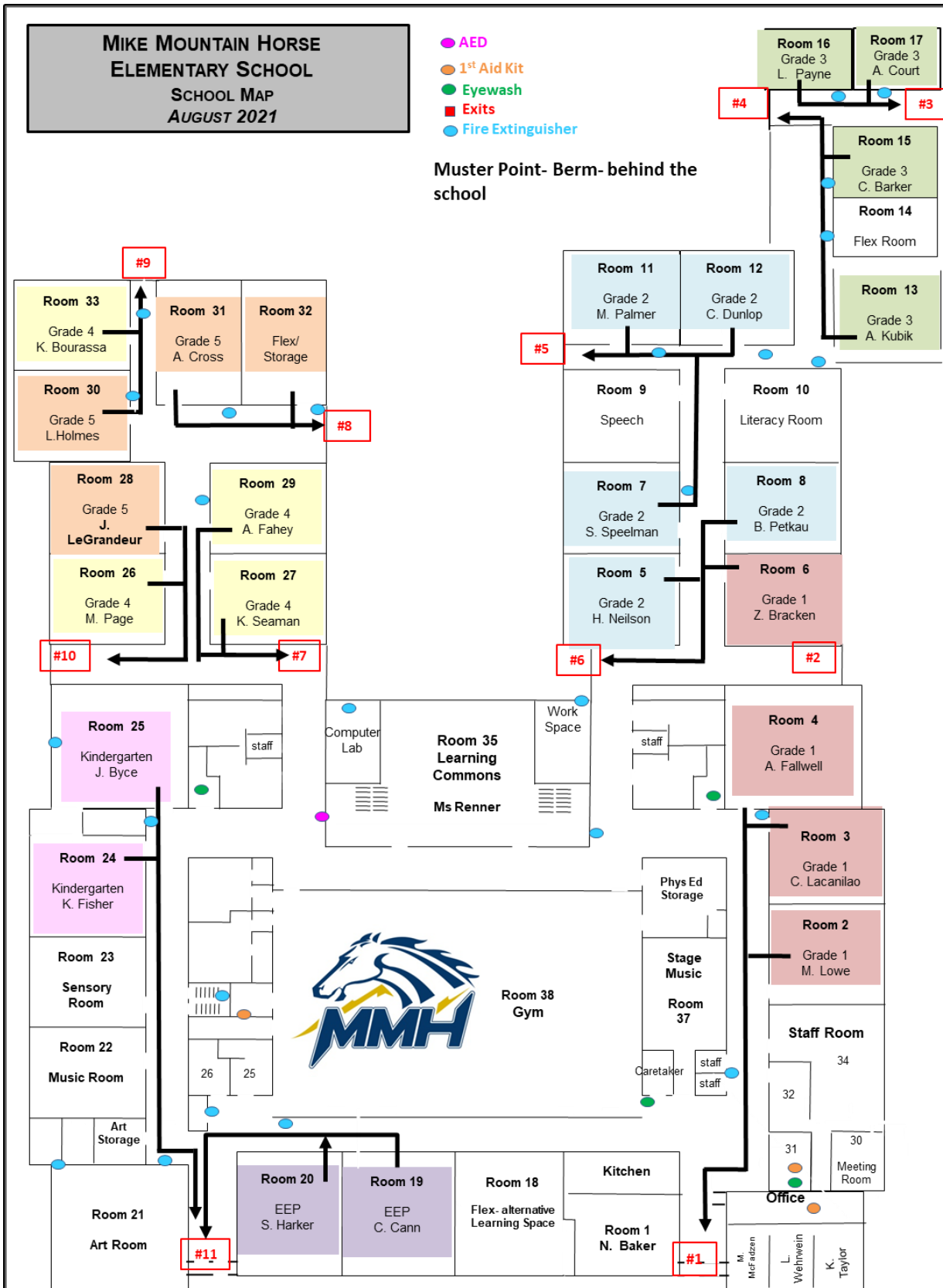
MMH Bell Times Kindergarten

Monday – Thursday	Start Time	End Time
Morning Class	8:00 a.m.	11:15 a.m.
Afternoon Class	11:45 a.m.	2:55 p.m.
Scheduled Friday	8:00 a.m.	11:30 p.m.

**MIKE MOUNTAIN HORSE
ELEMENTARY SCHOOL
SCHOOL MAP
AUGUST 2021**

- AED
- 1st Aid Kit
- Eyewash
- Exits
- Fire Extinguisher

Muster Point- Berm- behind the school



Attendance Procedures

If your child will be late or absent from school, please call SafeArrival **(1-866-879-1041)** before 8:10 a.m. If you miss the 8:10 a.m. deadline do not call the school. Please wait until the SafeArrival system contacts you to excuse the absence or late. Report half day absences as late arrivals.

If a child arrives late, come to the front entrance of the school and ring the doorbell. An office staff member will assist the child.

Dropping Children Off at School

Please use the **North parking lot** to drop children off at school. If you need to park, please park in one of the stalls, otherwise the zone along the sidewalk is for drop-off only. Students are to line up in their designated drop off zones.

Releasing Children During the School Day

Students are not permitted to leave the school grounds without permission from the principal or office staff. Students will be released only to parents or guardians listed on the registration form. In the unusual event that someone other than the parent or guardian will be picking up a student, a note signed by the parent or guardian is required.

Student Illness

All children who are not feeling well should stay home from school. When a child becomes ill at school, the office will contact the parent to make arrangements to pick up the child. We do not have the facilities to have children remain at school when they are sick. As COVID protocols are in place, a child **MUST** be picked up immediately when a parent/guardian is called.

Children that have communicable diseases must not attend school until there is no risk of spreading his/her illness. The school is required to report outbreaks of certain communicable diseases to the school's health nurse.

Student Medication

Lethbridge School District Policy states that schools are not to administer medication to students unless absolutely necessary. Before administering any medication, including over the counter or prescription drugs, a form must be completed by the student's parent and physician that provides information on the administration of the medication.

Important Emergency Information

Sometimes it becomes necessary to close the school without prior notice. This may be due to loss of electricity or water, snow and icy conditions, student disturbances, or impending disaster. Schools will be closed only when there is no other viable option, and the safety of children is at

risk. If it becomes necessary to close the school, your child will be sent home. Every attempt will be made to notify parents of such circumstances through mass media or individual calls. However, this cannot be guaranteed. If parents / guardians are not usually home during school hours, it is their responsibility to make contingency plans for their children. The plan could be for children to report to a nearby friend's or a neighbor's home.

Emergency Contact

It is very important that you identify, for the school, an emergency contact for your child. If your child is hurt, ill, or we must contact you for some reason and cannot, it is critical that we have an individual that we may contact. Please inform this person that you have left his/her name as the emergency contact.

MMH Website

The monthly newsletter and calendar is issued on the first day of every month. It covers the upcoming events at MMH. The newsletter is e-mailed to parents if they have subscribed and posted on the MMH website at mmh.lethsd.ab.ca

School Fees

Reminder emails will be sent from the office in relation to school fees. Fees can be paid through School Cash Online.

Visitors to The School

Please see the COVID Protocol handbook on the MMH website for visitor procedures for the 2020/21 school year.

Occasionally there are persons in our school who cannot be readily identified. Unfortunately, we don't know all of our parents by sight. The concern is primarily for the safety of students, but extends beyond that to the security of the building. It is for these reasons that parents and other visitors to the school are asked to check in at the office when delivering forgotten items such as lunches, or picking up children for appointments.

As a security precaution, exterior doors will be locked during school hours.

Parent Volunteers

Please see the COVID Protocol handbook on the MMH website for volunteer procedures for the 2020/21 school year.

Parent volunteers are an important component of the educational program at our school. We appreciate all the assistance that is provided by parents, either in the classrooms or the library. If you are interested in volunteering, please contact your child's teacher or the school office and fill out a parent volunteer form.

School Council

The Mike Mountain Horse School Council is a formal group of parents, staff, and the Principal

who work to enhance the learning experience of all our students. Meetings are held at the school on the second Wednesday of every month to plan activities and discuss important items concerning the school. While the School Council is an elected group of parents, **all** parents are welcome to attend the meetings and provide their ideas and support to the improvement of our school. Please see our website for meeting minutes and our School Council Operating Procedures: Go to mmh.lethsd.ab.ca and you will find a link to School Council information on the front page of the website.

Instructional Program

Our academic program is based on the Alberta Program of Studies, provincial curriculum. Students receive a planned instructional program in language arts, mathematics, social studies, science, health, the fine arts, and physical education. If you have any questions at all, please contact your child's teacher. Please find parent information on the Alberta Program of Studies through the following link: <https://www.learnalberta.ca/content/mychildslearning/>

Students are involved in activities that integrate computer technology into the classroom curriculum. Some of these activities are taught within the school's computer lab located in the school library or using classroom laptops or i-pads. At MMH we also engage students in Project-Based Learning and focus on feedback and revision cycles to create high quality products for an audience.

Computer and Technology Lab

We have a computer lab, classroom i-pads and lap-top carts. These items are used to integrate Information and Communication Technology (ICT) outcomes into a variety of curricular areas. Classrooms are also equipped with a computer, multi-media projection unit, and a "smart board". Students will have access to a multitude of information that they need when researching material for reports, etc.

Human Sexuality and *Kids in the Know*

The Human Sexuality Health Program is offered to grade 4 and 5 students. These lessons deal with basic life cycle and physical changes that occur as children enter adolescence. Materials used in the classes are available for parents to view prior to presentation of these classes. Notices will be sent out letting parents know when the lessons will be taught so follow up discussions may occur at home. *Kids in the Know* is a personal safety program, written and sponsored by the Canadian Centre for Child Protection. The lessons in these units are directly linked to the Alberta Education Health and Life Skills Curriculum General and Specific Outcomes. This program is taught in all classes from Kindergarten to Grade 5.

Parent Teacher Interviews and Report Cards

Elementary Schools in Lethbridge School Division will be hosting Parent Teacher Interviews earlier in the school year as compared to other school years. Interviews will be held on **October 15th and 16th** where teachers will engage in discussion with parents and students about beginning

of the year learning. The first report card will then be issued on **December 4th** and the second report card on **March 12th**. A Celebration of Learning will be held in March. The last report card will be issued the last day of school in June.

Conferences with your child's teacher may be scheduled at any time during the year. Please phone the school's office or contact your child's teacher to arrange a suitable time to meet.

Additional Programs and Services

In addition to our regular programs, Mike Mountain Horse offers the following programs and services to help meet the needs of students and parents:

- Sensory room access for students with specialized needs
- Public Health Nurse
- School Counsellor
- School Psychologist
- Speech / Language Assistants
- Occupational and Physical Therapists
- School Resource Officer (SRO)

Extra-Curricular Activities

During the COVID pandemic, extra-curricular activities will not take place at MMH. When they resume, please refer to the information below.

The staff at Mike Mountain Horse School voluntarily provide a wide variety of extracurricular activities for students before school starts, at lunch time and after school. Information is provided to children advertising the various opportunities that are available to them. We are extremely proud of the variety of extra programs that provide opportunities for our students!

Field Trips and Community Resources

During the COVID pandemic, field trips will not take place at MMH. When they resume, please refer to the information below.

Throughout the year, teachers attempt to extend and enrich the educational experiences of students by going out into the community or inviting community resource people into the school. Information will be sent home with the students about upcoming field trips planned for their children.

Staff Professional Learning Days

The staff of Mike Mountain Horse School use professional learning days to meet together for presentations and workshops in order increase our teaching skills, and to discover new programs that will be included in our educational program. Each year we develop a plan for the coming school year which identifies the workshops and topics that we will be attending on our school's staff learning days.

School Discipline Guidelines

Section 7 of the School Act states the following in relation to the responsibilities of students:

A student shall conduct himself so as to reasonably comply with the following code of conduct:

- be diligent in pursuing his/her studies; attend school regularly and punctually;
- co-operate fully with everyone authorized by the board to provide education programs and other services;
- comply with the rules of the school;
- account to his/her teachers for his/her conduct; respect the rights of others.

General School Expectations for Students

Staff at Mike Mountain Horse are working to help students become competent thinkers, learners and citizens. We explicitly teach and expect the following from our students:

Engaged Thinkers:

Be a contributing member
Help others
Listen to others' ideas
Include everyone
Respect others' ideas
Be proactive

Creative and Innovative Traits:

Be on time
Come prepared to learn
Use class time wisely
Complete assigned tasks
Accept feedback
Make improvements

Ethical Citizens:

Assume responsibility for actions
Respect the learning of others
Be a role model
Take care of personal belongings and school property
Follow building regulations
Be courteous
Work and play safely
Use respectful language

Unexpected Choices

There are times when students will make unexpected choices that are not appropriate for the circumstance. When a child makes an unexpected choice, we will work with them to assist with learning from the mistake and restoring any harm that was caused. We do this through 'restorative conversations' where students have the opportunity to identify their own mistakes and make amends for their choices.

Some situations will be dealt with through logical consequences, usually at the classroom level and could look similar, but not limited, to the following:

Types of Consequences:	Example of an Inappropriate Choice:	Example of Logical Consequence:
Redoing Consequences	Acting silly while lining up for a transition	Ask the child to line up again and stand quietly
Reparative Consequences	Throwing food during lunch time	Require the child to stay 15 minutes after lunch to help clean up the classroom
Restriction Consequences	Using a computer improperly	For a specified time period, do not allow the child to use the computer
Removal Consequences	Tapping a ruler against a desk after being asked to put it away	Remove the ruler for a specified time period
Proximity Consequences	Misbehaving while walking in line	Have the child walk with teacher at the back of the line
Time out Consequences/Alternate Learning Arrangements	On-going disruptions in class	The child works with an educational assistant in a quiet space outside of the classroom

On-going or extremely disruptive classroom behaviour, acts of aggression, vandalism, and other dangerous behaviours will be dealt with at the administrative level and may involve suspension or expulsion.

After a suspension, the student, parents, and sometimes other professionals, will engage in a processing session with school administration. This will include exploring underlying issues and making a plan for the future that include short- and long-term expectations.

Appeal Procedures

If a parent/guardian disagrees with a school-based decision, the proper appeal procedure is the following:

- 1) Parent contacts the teacher or staff member the concern originated with
- 2) Parent contacts the school principal or vice principal
- 3) Parent contacts the associate or superintendent of schools
- 4) Parent contacts the school board

Cell Phones and Electronic Devices at School

It is now common for students to carry cell phones, iPods and other electronic devices to school. We recognize that for some families a phone is important for communication between students and parents/caregivers before and after school. Cell phones, however, can be a disruption in the classroom, a safety concern at the playground and a cause for social difficulties. While students can carry cell phones to school, we ask that parents support our efforts for appropriate use by adhering to the following guidelines:

Do not allow your child to carry a cell phone to school unless it is necessary for before and after school student/parent communication.

Cell phones must be turned off and kept in zipped backpacks. Students may not use cell phones in classrooms, hallways or on the playground during the school day. Cell phones can only be used outside of our building outside of school hours, unless given permission by your child's classroom teacher. For example, at times, division II teachers will allow students to use the calculator on phones.

The school office phone and classroom phone is available during the day if it is necessary for parents to call in or students to call out.

Cell phones are often equipped with cameras. Students may not take pictures at school. In order to satisfy legal requirements around the protection of privacy, photography at school is allowed only for school purposes and with the permission of a staff member. Permitted photos can only be used with parental consent.

The school takes no responsibility for loss or damage to cell phones, iPods and any other electronic device. Parents send cell phones to school at their own risk.

In order to encourage positive social interaction, iPods and other music players should not be used on the playground during recess and lunch.

Student Dress

Students are encouraged to establish good health practices by dressing appropriately for the weather conditions. In hot weather, however, the following types of clothing are **not** appropriate: halter tops, swimming apparel, and short shorts. Apparel with inappropriate slogans or graphics are not to be worn. All students take physical education and should have appropriate gym footwear available. Footwear which is soiled or wet due to inclement weather is not to be worn in the school. It may be helpful to have an extra pair of runners/shoes to be left at the school to ensure students always have something available to wear!

Lost and Found

COVID protocols state that caretakers are not to hold on to lost and found items at the end of the day – they will be discarded. It will be very important for students to take all personal belongings home at the end of the day.

When school resumes as normal, lost and found articles are placed in an area across from the library. We make every attempt to have these articles returned to his/her owners. However, children are not always sure of his/her things, particularly when many children have similar articles (boots, mitts, jackets). You can help your children and us by **labeling everything** your child brings to school. Each summer, the items that have not been claimed are sent to local charities.

Bicycles/Scooters

All students are eligible to ride bikes to school providing they practice safety habits. The guidelines below are designed to ensure the safety of our students.

1. Bikes/scooters are not to be ridden on the school grounds or on the sidewalk directly in front of the school.
2. Bikes and scooters should be parked in the bike and scooter racks (located in the courtyard on the east side of the school) and locked to prevent theft.
3. Students should not ride double on their bikes.
4. Students should realize bikes/scooters are brought to school at his/her own risk.
5. Students must wear helmets.

Skateboards, Heelies, and Rollerblades

Students will not be allowed to use skateboards, heelies, and rollerblades in the school or on the grounds for safety reasons. For heelies, students are to remove the wheels once on the school grounds.

The “It’s a B.L.A.S.T” Program

www.itsablastprogram.com Phone: 320-3988
Lethbridge Community Out -of -School Association

The Lethbridge Community Out of School Association—IT’S A BLAST program, established in 1992, is a non-profit organization licensed to provide out of school care for children 6 to 12 years old. They offer various before, after School, and holiday programs in several schools throughout the city.

Philosophy

CHILDREN are entitled to environments and opportunities that foster positive emotional, social, cognitive and physical development that value inclusion, multiculturalism, interdependence and dignity.

FAMILIES are entitled to be involved in a meaningful way in their childcare experience and deserve assurance of quality childcare for their children while parents are involved in work or educational commitments, personal fulfillment or while child care is part of a care plan for a family.

Our **STAFF** is entitled to a working environment which recognizes and respects staff training, skills and commitment to childcare and which demonstrates this through respectful communication and personnel policies.

The **ASSOCIATION** enhances the lives of children, families and the community by providing a caring, supportive, vital and affordable community service.

IT'S A BLAST strives to provide a fun, safe place for children with stimulating programs, caring staff and a high level of health and safety standards. Our activities are based on the needs, interests, ages and abilities of the children.

Kindergarten

Our classroom time is based on the Kindergarten Program Statement published by Alberta Education. The kindergarten program strives to integrate experiences and activities that develop the social, emotional, intellectual, physical and creative abilities of the child. Here at MMH we have a particularly strong focus on developing reading and writing readiness skills, language comprehension and math concepts in order to prepare children for positive learning experiences in the future. Community and environmental awareness, physical skills and well-being, and creative and cultural expression are also explored. In addition, the kindergarten program strives to help children develop personal and social responsibility.

NEWSLETTERS AND CALENDARS

Throughout the year we will send home monthly kindergarten newsletters and calendars to keep you informed as to what is going on in our classrooms. You will find out what themes we are studying as well as what special events are planned. Please post it on your refrigerator and refer to it often. Please check your child's backpack **daily** for both messages from school and completed work. Some notices will need to be returned with a response. Again, you can find the school newsletter on our website www.lethsd.ab.ca/mmh

SNACK DAYS

During the COVID pandemic, snack days will not be happening. When the resume, please see the following:

Each family will be asked to send a low-maintenance (easy setup, easy clean up) **healthy** snack for their own child each day. You are asked to be at your child's "Special Day", approximately once a month. This is the day mom, dad or other special person, is encouraged to come and be in the classroom as a volunteer. If this applies to you or anyone else going into the classroom, a "Volunteer Form" must be completed. When parents are unable to personally volunteer in the classroom, we encourage you to consider other people in your child's life: grandmothers, grandfathers, aunts, uncles or regular babysitters, keeping in mind the importance each child places on having his/her own special helper in the class that day. Your special day will also be arranged as close as possible to your child's birthday during that month. Your child may have an "un birthday" birthday if you choose, if his/her birthday is during the holidays. While you are welcome to send juice, it is not necessary, having water is great too. Cups are provided. While parents are

welcome to bring in a special snack for birthdays, these special snacks will be sent home and not eaten at school. Please consider this when you are choosing your child's birthday snack (easily packed in backpacks). Thanks so much!

There are SEVERE nut allergies in kindergarten this year. As a result, we must insist that our kindergarten classrooms be NUT AWARE. Please check all food items carefully before bringing them in to class. If you have any questions, please do not hesitate to ask.

FAMILY INVOLVEMENT

We believe that family involvement in learning is essential to each child's success. This includes a range of activities such as supervising on field trips, helping in the classroom and reading at home. If you are a parent willing to help out on a regular basis, such as weekly or bi-weekly, please let us know! If you have a free day and would just like to drop by, please feel free to do so. Siblings are often welcome on a student's special day and can be a very welcome addition to our classroom! **However, if as a parent you feel your younger child will interfere with classroom activities or your ability to assist in the room, please make alternate arrangements for childcare.** Finally, if you are a parent with an interest/talent or exciting job that you would like to share, we would be glad to include this in our program!

FIELDTRIPS

During the COVID pandemic, field trips will not be happening. When they resume, please see the following:

Our kindergarten classes will go on several field trips in order to enhance the classroom experience, including a few skating sessions through the fall. We always use buses as transportation but require parent supervisors to participate in our field trips. We will keep you posted as to when help is needed. Siblings are welcome to join us for our skating trips but are unable to attend most other fieldtrips. Thanks.

PERSONAL BELONGINGS

It is important for students to be independent in kindergarten. It is easier for your child to be independent if he/she has a coat, shoes and mittens that is easy for him/her to put on and take off without assistance. Please make sure that all clothing items are labeled with your child's name. Part of growing independence is encouraging children to hang up his/her own coat and backpack. Your child will need his/her backpack every day. School clothes should be play clothes. We love to play and explore, and this can result in dirty clothing.

PLEASE DO NOT SEND TOYS TO SCHOOL WITH YOUR CHILD!

KINDERGARTEN ROUTINES

Kindergarten is a wonderfully active place to be. While our daily activities do vary, there are certain activities

that fit into our routine each day. Most school days begin with group **circle time** in which we talk about our day, the calendar and share with each other. Circle time evolves throughout the year as the students learn more and more. Each day also includes a **center time**, in which students will learn in smaller groups for curriculum-integrated activities such as **math, language, art and science**. There is a very strong emphasis on letters, sounds and other literacy concepts in our

kindergarten classrooms. By the end of kindergarten, students will be printing words using invented spellings, using beginning reading skills, counting and printing numbers and using beginning problem solving skills.

Students will work individually, as well as in small and large group settings throughout the year. We have time set aside each day for snack, washroom breaks (in Sept.) and physical play (outdoor or indoor). Kindergarten emphasizes small and large motor skill development; therefore, movement is a priority in our program.

KINDERGARTEN COMMUNICATES

Kindergarten information and newsletters will be communicated through the classroom teachers. Please ensure teachers have your contact information so the information is available to you.

DROP OFF AND PICK UP

Please be aware of parking signs around the school. They are there for the safety of your child. Children are not to arrive earlier than **5min. before school begins**, as there is no supervision provided prior to class time. For safety reasons exterior doors will remain locked until class time. If by chance your child is late for school, please stop by the office on your way in (ring the doorbell at the front entrance). **Late children need to pick up a late slip before coming to class.** Please be prompt in picking up your children for dismissal time, or phone if unavoidably delayed. Our classes will meet parents and guardians outside exterior doors. Classroom doors may open up to 5 minutes prior to dismissal to allow time for you to assist with shoes, speak to teachers, etc. **We ask parents to park on the street (but not in the no-stopping zone), or the north parking lot and walk on the sidewalk to the kindergarten doors located near the back of the south parking lot.** This is important as it helps to keep noise levels down for the other classes that may still be in session close by.

Early Education Program

The “*Mike Mountain Horse Early Education Program*” will be housed in rooms 20 and 21 and will welcome students three & four years of age. We offer a two and four day per week program. Some students will attend in the morning (Monday through Thursday), while others will attend in the afternoons on those days. Please see the EEP handbooks which are specific to your child’s teacher.

Bussing

In order for students to have a safe and pleasant ride on the bus, students must follow the rules of conduct. The bus is an extension of the classroom and school officials will deal with any misconduct. It is the primary responsibility of the driver to transport students safely to and from school. The driver’s attention must be on the road and traffic conditions and not on student behaviour. Buses may be equipped with video cameras and may be used for discipline and safety purposes only. Students may be suspended or expelled from riding the bus if they do not follow the rules of conduct:

Rules of Conduct and Students’ Responsibilities

- Follow the directions of the driver
- Students are to remain seated while the bus is in motion and are not to extend

- any part of their body out the windows
- Standees are not permitted on yellow school buses
- Students may be assigned to specific seats
- No eating on the bus (including candy, drinks, and gum)
- Students who vandalize a bus will be held responsible for the cost of repairs and may lose their riding privileges.
- Inappropriate use of mobile technology is strictly prohibited
- Scuffling, fighting, harassment of other students, smoking, use of obscene language and throwing objects in and out of the bus are prohibited
- Conveyance, using or under the influence of alcohol or controlled substances, prohibited
- The possession, use or conveyance of potentially dangerous items prohibited

Consequences Administered by School Officials

1. 1st infraction - Written infraction sent to school - Parents Notified
2. 2nd infraction - 1-day suspension
3. 3rd infraction - 3-day suspension
4. 4th infraction - 5-day suspension
5. 5th infraction - suspension of riding privileges. May be appealed to the school board.

School Resource Officer

The Lethbridge Regional Police Service have school resource officers available to each school. Our school resource officer is available to assist students, parents, and staff with a variety of issues.

Search and Seizure of School or Student Property

As per policy 502.11, Lethbridge School District No. 51 Board believes that enforcement of the Board and/or school rules may, from time to time, require that school administration conduct a search of property and/or the seizure of prohibited or missing items.

The Board authorizes school Principals, in connection with the enforcement of district or school rules, to carry out searches of student desks, lockers, clothing and personal property such as knapsacks, book bags or purses.

The physical search of a student is prohibited. Searches of personal property shall be in accordance with the following:

- Searches shall be conducted in the presence of an adult witness;
- Students may be requested to remove outerwear: hats, jackets, footwear;
- Students may be requested to empty their pockets and contents of any object which may be used to transport, carry or conceal materials.

The Principal shall provide police access to the property of a student (see Policy 504.8 Involvement with Authorized Agencies) or personal information regarding the student without informing the

parent in the following circumstances:

- When the police officer is in pursuit after the commission of an offence;
- When the police officer is in possession of a search warrant or subpoena;
- When the police officer possesses blanket powers of search as defined by legislation;
- The Principal is authorized to seize prohibited items.

Practice Lockdowns and Fire Drills

School Lockdowns are practiced with Lethbridge City Police two times/school year. During this time, students practice appropriate lockdown response. Parents/guardians will be notified when practice drills occur.

School Fire Drills occur six times/year. One of the drills is held with the Lethbridge Fire Department. Parents/guardians will be notified when practice drills occur.

Fair Notice of Threat/Risk Assessment

Our School District believes in creating safe and caring environments for students and staff. Any incident where a student engages in behaviour which threatens or appears to threaten the safety of others will be investigated. Administrators can implement a Risk Assessment for behaviours that are worrisome including writing or drawings with violent themes; references to or involvement in violent activity at school; or an increased interest in activities that are deemed as dangerous to the safety of others. A Threat Assessment is implemented when a student threatens to kill or injure others, brings a weapon to school, or makes direct verbal, or written violent threats to others. The Threat/Risk Assessment regulations are outlined in Policy 504.9 available in the School District Policy Handbook available at www.lethsd.ab.ca.

MMH School Song

We have a special spirit
In the hallways you can hear it
The music and laughter everywhere
We learn to work together
We share with one another
At Mike Mountain Horse we care.

Chorus:

It's the place to be,
The place for you and me.
With a future yet to share
At Mike Mountain Horse we care.

Chorus:

It's the place to be,
The place for you and me.
With a future yet to share
At Mike Mountain Horse we care.

Recess is a fun time
And when we hear the bell chime
We know our learning will resume.
In class we like discussions,
We help to make decisions;
At Mike Mountain Horse there's room.

Binders, books, and cases
And kids with happy faces;
Friendship and excitement fill the air.
Rules are meant for everyone.
They make it safe; they make it fun.
At Mike Mountain Horse we're fair.

Chorus Repeat

