

# Welcome to General Vanier School

18 Lomond Blvd.  
Winnipeg, MB R2J 1Y2  
Telephone: 204-255-1400



2022-23 School Handbook

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Twitter Account: <https://twitter.com/vanierLRSD>  
PAC: <http://generalvanier.com/>



## ***OUR TREATY ACKNOWLEDGEMENT***

We acknowledge that the land our school is situated on is on Treaty one territory, homeland of the Anishinaabe (Ojibwe), Ininewak (Cree) and Dakota people; homeland of the Métis nation. With this acknowledgement, we demonstrate respect for Indigenous people and communities. We celebrate a renewed relationship with one another moving forward.

## ***GENERAL VANIER SCHOOL MISSION and VISION***

General Vanier School is a community of responsible citizens committed to academic and personal excellence within a safe and respectful community. Our mission encompasses that of the Louis Riel School Division:

**To provide a safe, inclusive, and engaging environment, where personal and collective learning are valued, and each one of us reaches our full potential.**

We achieve this by:

- partnering with families and the community
- encouraging bold and creative thinking
- supporting respectful conversations
- responding positively and proactively to student, staff and community needs
- engaging in evidence-informed decision-making
- monitoring and acting on educational and organizational results
- building collective expertise
- empowering students for success in school and in life

Our vision at General Vanier School is to create an engaging learning environment focused on collaboration, inclusion, and opportunity.

### **Our School Motto**

Take care of yourself,  
Take care of each other,  
Take care of your community,  
And be as kind as you can while you do these things.

## ***MESSAGE FROM ADMINISTRATION***

Dear Families,

We would like to welcome you and your family to, or back to, General Vanier School and to the Louis Riel School Division where the needs of all children are addressed by a dedicated and caring staff. We are committed to the academic and personal growth of each student within a safe and respectful community.

Each year questions arise as a result of beginning classes in a new year, or in a new school. We hope that the information presented in our school handbook will be helpful in answering some of the questions that new, as well as returning students and their parents may have about the school, its routines, policies, and events. From 2020-2022 many of our routines were adjusted to accommodate for COVID. We are pleased that for the 2022-23 school year, we can have the return of many past practices while being cognizant of keeping a healthy environment.

First and foremost, we believe that cooperation and effective communication between home and school are essential to a student's success. We encourage parents to call the school at 204-255-1400 anytime that information is needed or clarification in any matter is required.

We wish you all the best in your years at General Vanier School! It is our hope that you find the time you spend here stimulating, challenging, memorable, and enjoyable.

Sincerely,

Mike Heilmann, Principal  
Connie Stanley, Vice-Principal

## ORGANIZATION OF GENERAL VANIER SCHOOL

Kindergarten	Jennifer Baker	Room 31
Grade 1/2	Leanne Bellingham	Room 7
Grade 1/2	Charlene Sacher/Carolyn Millar	Room 9
Grade 2/3	Diana Daoust	Room 11
Grade 3/4	Diane Burke	Room 24
Grade 4/5	Wendy Wakeman	Room 22
Grade 5/6	Ainsley Viehweg	Room 20
Grade 5/6	Darcie Volkart	Room 23
Grade 6/7	Margaret Manning	Room 16
Grade 7/8	Kaitlyn McCormack	Room 18
Grade 7/8	Kris Tait	Room 14
Individualized Programming Occupational Therapist	Lea Dickieson	Room 8
Music	Lori Arthur	Music Room
Music	Robert Hrabluk	Room 16
Physical Education	Raisa Hasanelly/Jared Gabrielle	Gym

Student Services	Connie Stanley Marsha Leary Ian Bowie Afaf Moustafa Heather Julius Kathleen Ward
Teacher Librarian	Deborah Hoffman
Library Assistant	Shannon Leclerc
Custodial Staff	James Houzon Richard Lennon Darren Chheang
Lunch Program	Alex Kerr Karl Kutzner Preslee Marshall
Administrative Assistant	Leanne Juer
Receptionist	Ayleen Santander
Vice-Principal	Connie Stanley
Principal	Mike Heilmann

### Educational Assistants:

Obeda Abdulahad	Kelly-Ann Guile	Jennifer Lane	Irene Schiller	
Leslie Bridges	Timo Harju	Janet McDougall	Gabriella Serda	
Lana Chalmers	Jodie Hrynkiw	Kim O'Flaherty	Kristin Tomsic	
Hailey Clarkson	Katheryn Jaworski	Kristin Olensky-Taylor	Ginette Trapp	
Natasha Fleury	Pawanpreet Kaur	Braiden Purdy	Jessica Vincent	
Leanne Gregorchuk	Muhammad Khan	Christian Sayies		

Other programs within the school:

École Van Bellegham Preschool- Lisa Hunt

General Vanier Children's Center (GVCC)- Carla Reitmeier

General Vanier Before and After and Kindercare Center- Kim Brown

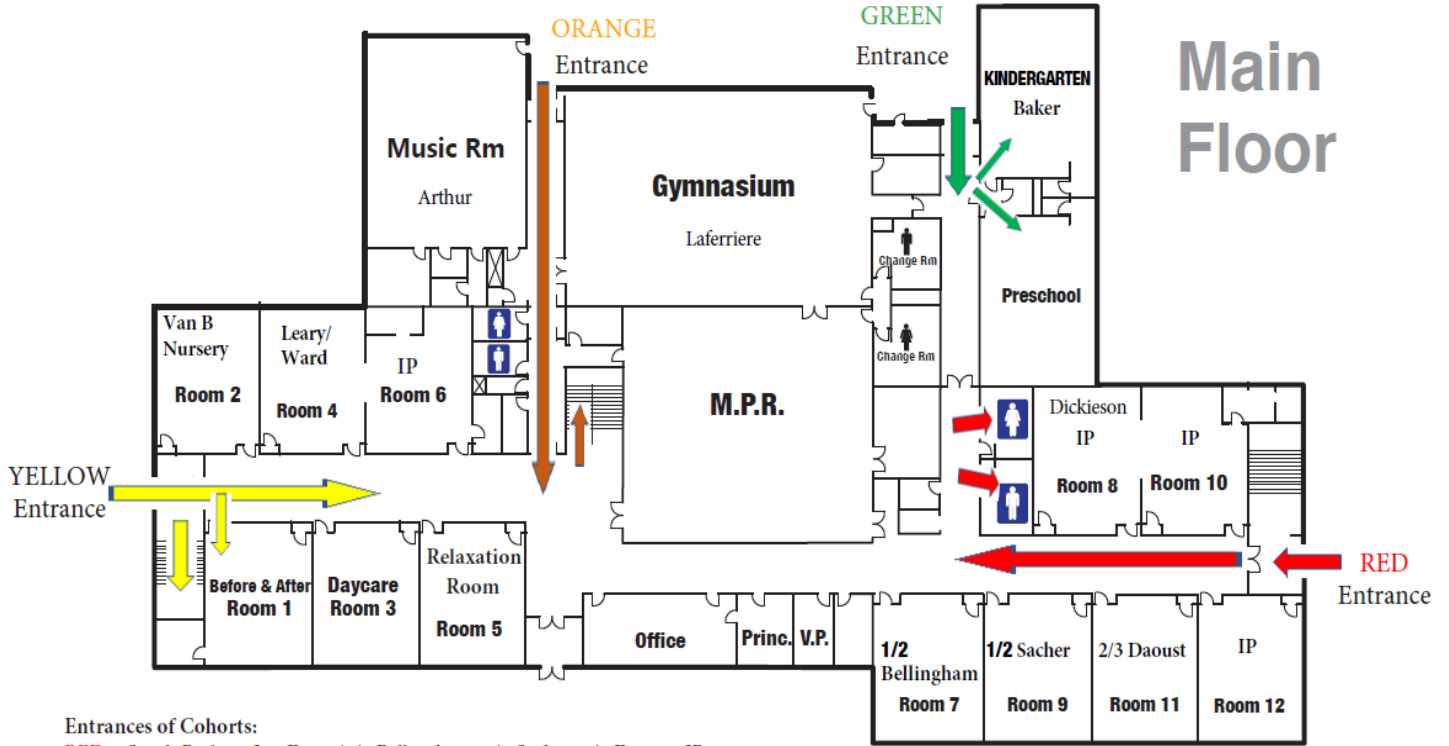
**Additionally, there are student teachers and clinical services personnel to support the learning and well-being of our students.**

## GENERAL VANIER SUPPLY LIST FOR 2022/2023

1. As per Louis Riel School Division protocols, school supplies for the 2022/2023 school year are purchased in bulk. The standard fee for all grades is **\$40.00 per student, required at the beginning of each year.**
2. All students require a separate set of **indoor running shoes** (non-marking soles to protect the gym floor)
3. All students require their own **backpack**
4. All students require **1 box of Kleenex tissues** (to be replaced at the request of the teacher)
5. **A REUSABLE WATER BOTTLE is required for all students** (The division has removed all water fountains and replaced them with water filling stations for health and maintenance reasons. Label the water bottle with your child's name using a non-erasable felt marker or a labelling machine. (To be replaced as needed))

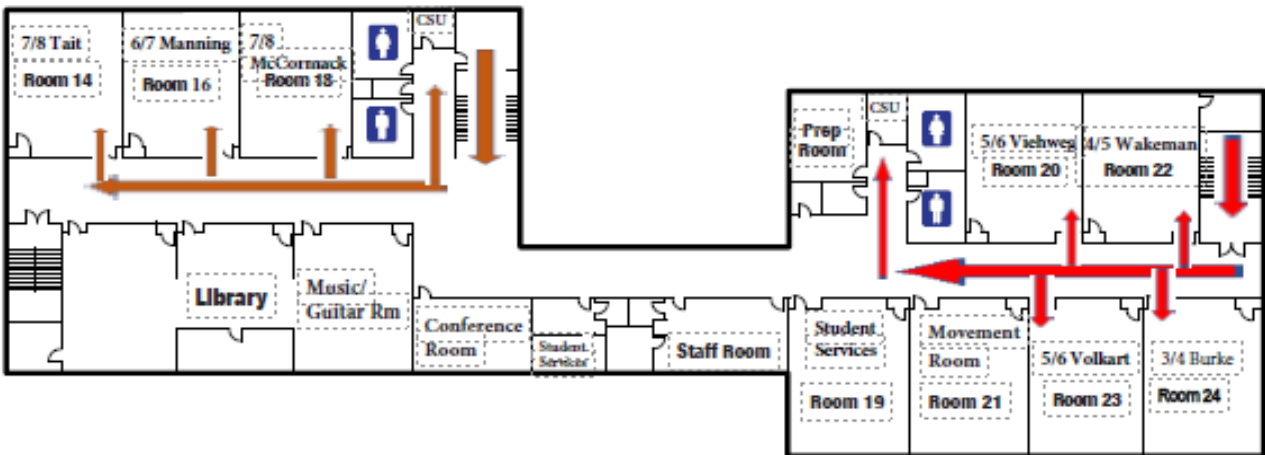
Grade	Additional Classroom Supplies		
<b>KG</b> <b>Mrs. Baker</b>	<ul style="list-style-type: none"> <li>• 1 Reusable snack bag (labeled)</li> <li>• 1 box large Ziplock bags</li> <li>• Non-marking running shoes <b>with Velcro fasteners</b> (unless your child can tie their own shoes independently)</li> </ul>		
<b>Grade 1/2</b> <b>Mrs. Bellingham</b> <b>&amp;</b> <b>Mrs. Sacher</b>	<ul style="list-style-type: none"> <li>• One set of headphones (in Ziplock bag and clearly labeled)</li> <li>• 1 box large Ziplock Bags</li> <li>• 1 box X-Large Ziplock bags</li> </ul>		
<b>Grade 2/3</b> <b>Mrs. Daoust</b>	<ul style="list-style-type: none"> <li>• One set of headphones (in Ziplock bag and clearly labeled)</li> </ul> <p><b>Gr. 3 only: Require</b> one Aulos or Yamaha Soprano Recorder. Recorders will be available for purchase from the school for \$6.00.</p>		
Grade	Physical Education	Music	Additional Items Required
<b>Grade 3 / 4</b> <b>Mrs. Burke</b>		<p><b>Gr. 3 Students only:</b> Require one Aulos or Yamaha Soprano Recorder. Recorders will be available for purchase from the school for \$6.00.</p> <p><b>Gr. 4</b> Continue to use recorder and supplies from the previous year.</p>	<ul style="list-style-type: none"> <li>· One pack of playing cards</li> </ul>
<b>Grade 4/5</b> <b>Ms. Wakeman</b>		<p><b>Gr. 4 &amp; 5</b> Continue to use recorder and supplies from the previous year.</p>	<ul style="list-style-type: none"> <li>· One pack of playing cards</li> </ul>
<b>Grade 5/6</b> <b>Mrs. Volkart</b>		<p><b>Gr. 5</b> - Continue to use recorder and supplies from the previous year.</p>	<ul style="list-style-type: none"> <li>· One pack of playing cards</li> <li>· One set of earbuds with case (<u>no headphones</u>) (<b>labeled</b>)</li> <li>· One box of Ziplock sandwich size bags</li> <li>· One computer mouse with cord (labelled)</li> </ul>
<b>Grade 5/6</b> <b>Mrs. Viehweg</b>		<p><b>Gr. 5</b> - Continue to use recorder and supplies from the previous year.</p>	<ul style="list-style-type: none"> <li>· One set of earbuds with case (<u>no headphones</u>) (<b>labeled</b>)</li> <li>· One box of Large Ziplock bags</li> <li>· One computer mouse with cord (labelled)</li> </ul>
<b>Grade 6/7</b> <b>Mrs. Manning</b>	<ul style="list-style-type: none"> <li>· Shorts, a T-shirt, (<b>deodorant absolutely required</b>) and a gym bag with the child's name labelled on all items</li> </ul>	<p><b>Gr. 7 – Musical Instrument Fee - \$40</b></p>	<ul style="list-style-type: none"> <li>· One pack of playing cards</li> <li>· One set of headphones (labeled)</li> <li>· One computer mouse with cord (labelled)</li> </ul>
<b>Grade 7 &amp; 8</b> <b>Mrs. McCormack</b> <b>&amp;</b> <b>Mr. Tait</b>	<ul style="list-style-type: none"> <li>· Shorts, a T-shirt, (<b>deodorant absolutely required</b>) and a gym bag with the child's name labelled on all items</li> </ul>	<p><b>Gr. 7 and Gr. 8 – Musical Instrument Fee - \$40</b></p>	<ul style="list-style-type: none"> <li>· One pack of playing cards</li> <li>· One set of earbuds with case (labeled) or headphones (labeled)</li> </ul>

# GENERAL VANIER MAP



**Entrances of Cohorts:**

- RED** = South Parking Lot Door (1/2 Bellingham, 1/2 Sacher, 2/3 Daoust, IP Early Years)
- YELLOW** = North, Bus Loop Door (6/7 Manning, 7/8 McCormack, 7/8 Tait, IP Middle Years, Van B Preschool, GV Childrens' Center)
- ORANGE** = East, Music Room Door (3/4 Burke, 4/5 Wakeman, 5/6 Viehweg, 5/6 Volkart)
- GREEN** = East, Kindergarten Room Door (K and Preschool)



## 2nd Floor



## DROP OFFS AND PICK UPS ON LOMOND BLVD

At General Vanier student safety is paramount.

- Drop off on curbside of the school only.
- Traffic goes the **SAME** way during the bell times. Buses will need to get past at the same time.
- Approach the street from the **west** mouth of the bay. Follow the road and take the **east** exit out of the bay.
- **Do not** turn around, or **park** in driveways when picking up children
- The zone in front of the school is a **drop and go zone**. Refrain from long durations of parking.
- There is no parking in the bus loop.
- There is one handicap parking spot with wheelchair access on the **north** side of the school.

Other places to pick up and drop off your child are:

- along Paterson St which is right beside our school field.
- on Cottonwood Ave at the path which leads directly to the yellow entrance.



## ENTRANCE AND EXIT PROCEDURES

All students and staff will be part of a defined group. This group will have separate entrances and exits. Families are to meet their children outdoors at their designated entrance/exit. We ask that parents wait outdoors due to the congestion within the hallways during the busiest times of the day. Teachers will walk the students to their designated entrance/exits.

Cohort	Entrance	Classes	Line up in morning, recess and for dismissal times.
Green	Southeast Door, (by kindergarten room door)	K Baker Nursery School	Along Kinder room wall
Red	South Door (by staff parking lot)	1/2 Bellingham 1/2 Sacher 2/3 Doust 3/4 Burke 4/5 Wakeman 5/6 Viehweg 5/6 Volkart	On black top, next to the school on South side of the school.
Orange	Northeast Door (by music room)	6/7 Manning 7/8 McCormack 7/8 Tait	Along gym wall in the playground
Yellow	North Door (by bus loop)	Before and After Program Van Bellegham Preschool	Along north music room wall

**School Hours:** 8:45 am to 3:15 pm (Entry bell at 8:33 am)

**Office Hours:** 8:00 am to 4:00 pm

## GENERAL VANIER EXPECTATIONS AND COURTESIES

### ATTENDANCE:

Regular attendance is vital to the learning process. Students who are absent not only miss valuable instruction, but also the questions, answers, explanations and discussions which promote thinking, interaction with others and effective learning. It is important that all absences are reported to the office.

Students who have been absent from classes for any reason need to speak with their teacher upon their return to review any content or assignments that may have been missed. The service of the attendance officer may be called upon to ensure student safety when the school is unable to contact parents or other family. Please call the office to report your child's absence in advance. This will avoid unnecessary check back calls from the secretary.

### LATENESS:

Students are expected to be punctual and prepared for school every day. A student is considered to be late when he or she is not in the assigned class by **8:40 am and 12:30 pm**. Students are to enter through the front door when arriving late to school. Students who arrive late must present themselves to the office for an admission slip.



## **SELF-SCREENING FOR ILLNESS:**

All staff and students are expected to be in good health and free from any cold- or flu-like symptoms.

Symptom and exposure screening must occur at the start of each day.

- Staff and students must self-monitor daily for signs and symptoms of COVID-19. Please follow the Manitoba Public Health [guidelines](#) if you have symptoms.
- Parents and caregivers are responsible for ensuring their children are not displaying symptoms before sending them to school or on the bus. Screening questions are available at [COVID-19 Screening Questions](#) to facilitate this process. Please refer to the [divisional infographic](#) for the steps to follow should your child display any symptoms.

## **MASKS:**

The use of masks are not mandatory for students, staff and visitors in schools and facilities in the Louis Riel School Division at this time. Mask wearing is encouraged upon return from an illness as per public health [guidelines](#).

## **ILLNESS AT SCHOOL:**

Students who show any cold- or flu-like symptoms while at school will be brought to the office. Care givers will be contacted to pick up their child.

## **SAFETY MEASURES:**

- We will encourage students and staff to sanitize/wash their hands regularly.
- We will continue to follow safe food handling practices.
- We will monitor and follow any guidance provided by public health should the need arise.

## **HANDWASHING ROUTINES:**

The recommended hand hygiene practice is to wash hands with soap and water for at least 20 seconds and to use hand sanitizer. Staff and students must engage in the recommended hand hygiene practice, when, but not limited to, the following times:

- The start of the day and before going home
- Before and after recess
- After using the washroom facilities or helping students with washroom routines
- Before and after preparing food
- Before eating or drinking
- After getting hands dirty
- After wiping nose or handling dirty tissues
- After coughing, sneezing or blowing nose
- After soothing a crying child
- Before putting on a face mask after it is removed
- Before boarding a school and immediately after
- After completing cleaning tasks

It is also recommended to avoid touching one's mouth, nose or eyes. Children should be encouraged to do the same. Signage is posted and highly visible and include visual cues that remind staff and students to perform hand hygiene.

## LUNCH HOUR and RECESS

### RECESS and LUNCH Schedule:

	Kind. Baker	1/2 Bellingham	1/2 Sacher	2/3 Daoust	3/4 Burke	4/5 Wakeman	5/6 Viehweg	5/6 Volkart	6/7 Manning	7/8 McCormack	7/8 Tait
Time/Zone											
10:00 - 10:15											
10:15 - 10:30		Recess	Recess	Recess	Recess	Recess	Recess	Recess			
10:30 - 10:45											
11:30 - 12:00		Lunch	Lunch	Lunch	Lunch Recess	Lunch Recess	Lunch Recess	Lunch Recess	Lunch	Lunch	Lunch
12:00 - 12:30		Lunch Recess	Lunch Recess	Lunch Recess	Lunch	Lunch	Lunch	Lunch	Lunch Recess	Lunch Recess	Lunch Recess
1:45 - 2:00											
2:00 - 2:15		Recess	Recess	Recess	Recess	Recess	Recess	Recess			
2:15 - 2:30											

Lunch programs are a service that schools provide to their community. The Louis Riel School Division recognizes that providing supervision during the lunch hour accommodates parents who require supervision for their children during the lunch hour. Staying for lunch and accessing this service is a privilege and not a right. If you have a free lunch hour, please let the office know as we are currently looking to hire lunch supervisors.

**To reduce the number of students in the building we are asking that all students who have the means, go home for lunch to reduce the number of possible interactions during the lunch hour. Our hope is that all Grade 7 and 8 students will go home for lunch but understand that circumstances vary.**

Parents of students who cannot go home for the lunch hour may register their child as a “guest” in the lunch program for a fee of \$70.00 for the school year or for \$1.00 per day on an occasional basis. This fee helps cover the costs of hiring Lunch Supervisors. All students registered in the lunch program are expected to demonstrate respectful behaviour. Students accessing supervised lunch shall be subject to school and divisional disciplinary guidelines, which permits temporary removal and /or suspension from attendance, as determined by the school administrator.

Students who have persistent difficulties following the rules and procedures of the lunch program may have the privilege suspended. If this occurs, parents are expected to make alternative out-of-school lunch hour arrangements. We ask that you discuss this with your children to help the success of the General Vanier School lunch program.

Children who stay for lunch at General Vanier School will be supervised by paid adult employees of the School Division (Lunch Supervisors) and an “on call” teacher.

Students will eat their lunches in a designated lunch space.

## GENERAL VANIER STUDENT FEES FOR 2022/2023

Please submit/complete Form and return with your child's payment

Using the "School Fees Table" below, circle what you are paying for along with your payment.

Grade	Classroom Activity Fee	Divisional Supplies	Lunch Fee	Gr. 3-5 Recorder Fee (Disregard if already owned)	Gr. 6/7/8 Music Guitar/Band	TOTAL
KG	\$20	\$40	-	-	-	\$60
1 / 2	\$30	\$40	\$70			\$140
3	\$30	\$40	\$70	\$6 (student's will not be given a recorder until this fee is paid in full)	-	\$146
4 / 5	\$30	\$40	\$70	\$6 (Use from previous year, if lost or broken a new one is required)	-	\$140 (+ \$6)
6	\$30	\$40	\$70	-	-	\$140
7 / 8	\$30	\$40	\$70	-	\$40	\$180
SLP	\$30	-	-	-	-	\$30

**ONE FORM FOR EVERY CHILD IN YOUR HOME**

Separate cheque for each child please

Student Full Name	Teacher or RM #	Grade	Total

**Does your Child stay for Lunch?**     YES     NO

Family Name on Cheque

Cheque  Cash – receipt # \_\_\_\_\_

\*\*\*\* Cheques are to be made payable to General Vanier School

office use)

Parents have the option to log onto the Parent Portal to make payments.     **PayPal (online payment)**

### **FEES ARE DUE ON OR BEFORE SEPTEMBER 30, 2022**

- If you are unable to pay fees all at once, we are now accepting monthly cheque payments. To figure this out, take the total owing, and divide by 10 months. Postdated cheques are acceptable but must be made out for the 1<sup>st</sup> of every month (e.g.: Gr. 3    146 . – 10 = \$14.60 per month).
- Collection of fees will be taken through the classroom teacher until the end of September. After that please come into the school and complete your payments at the office.
- Cheques or online payments do not receive paper receipts. Cash payments only will receive a receipt which will be sent home in your child's backpack.

Please contact Leanne Juer at the school office at 204-255-1400 if you require assistance with fees.

## HOT LUNCHES and MICROWAVES:

In past years, General Vanier has provided opportunities to have a warm lunch at school. At this time, students are expected to bring their own lunch to school. Microwaves will be available. All students eat in the MPR at their designated time. Once each month Parent Council runs a hot lunch day where students may pre-order a lunch through "Healthy Hunger".

## HEALTHY HUNGER:



## FUN LUNCHES ON-LINE

You've been asked to order your Fun Lunches On-Line... Now what? Go to [www.HealthyHunger.ca](http://www.HealthyHunger.ca) and click "No Obligation Sign Up". After your account is created, you will be able to view all up-coming Fun Lunches, place orders, and then pay for your orders Online with Visa, MasterCard, or Interac Debit.

## HOW IT WORKS

### Creating an account

#### Parents Account Registration

First Name  
 Last Name  
 Address  
 City  
 Province  
 Postal Code  
 Phone Number  
 Email  
 Password  
 Verify Password

#### Add Student

First Name  
 Last Name  
 Province  
 City  
 School Name  
 Class

**ADD A STUDENT**

Date	Item	Quantity	Price	Total	Status	Action
2013-01-01	Apple Pie	1	\$5.00	\$5.00	PAID	View Order
2013-01-01	Apple Pie	1	\$5.00	\$5.00	PAID	View Order
2013-01-01	Apple Pie	1	\$5.00	\$5.00	PAID	View Order
2013-01-01	Apple Pie	1	\$5.00	\$5.00	PAID	View Order
2013-01-01	Apple Pie	1	\$5.00	\$5.00	PAID	View Order

**Checkout Step**  
 Review Order  
 Order Date: 2013-01-01  
 My Order Overview

Item	Price	Quantity	Total
Apple Pie	\$5.00	1	\$5.00
Apple Pie	\$5.00	1	\$5.00
Apple Pie	\$5.00	1	\$5.00
Apple Pie	\$5.00	1	\$5.00
Apple Pie	\$5.00	1	\$5.00
<b>Total</b>			<b>\$25.00</b>

### STEP 1.

Click "No Obligation Sign up" and create your account.

### STEP 2.

Login, and add your children to the account.

### STEP 3.

View all of the Up-Coming Fun Lunch dates.

### STEP 4.

Place your orders and make payment Online.

No obligation sign up

Add a student

Order now



Pay now

## BENEFITS

1. Receive an email reminder if you have not ordered for an up-coming lunch.
2. Receive automatic email notification when your School posts a new Fun Lunch.
3. Order for multiple children attending the same or different Schools.
4. Flexibility & Control. Order for 1 lunch, 2 lunches, or the entire year.
5. Cancel orders at any time before the 5 day Cut-Off.
6. Quickly review your orders at any time.
7. Free and Unlimited Tech Support from Healthy Hunger.

[WWW.HEALTHYHUNGER.CA](http://WWW.HEALTHYHUNGER.CA)  
**1-800-818-6260**

Western Office:  
 1935 27 Ave NE, Suite 107, Calgary, AB, T2E 7E4  
 Eastern Office:  
 7111 Syntex Drive, 3rd Floor, Mississauga, ON, L5N 8C3

Healthy Hunger

### **WATER BOTTLES:**

All students have been asked to bring a water bottle to school each day. Staff will see that students will have access to a fill their bottles if they run out of water and need more. Bottles will be sent home each day.

### **SEVERE AND LIFE-THREATENING ALLERGIES:**

The staff and parent community of General Vanier School strive to provide a safe environment for all our students. Avoidance of allergens is the only way to prevent an anaphylactic reaction. As such reducing exposure to these allergens is of utmost importance. We felt that all parents would like to be aware that there is a child (or several children) in our school with a life-threatening allergy (anaphylaxis) to **tree nuts, peanuts, shellfish, crustaceans, and mollusks**.

Anaphylaxis is a severe reaction to specific items such as food and can result in death within minutes. Although this may or may not affect your child's class directly, we eat in a common place. Please send foods with your child to school that do not contain the above-mentioned ingredients.

- Crustaceans include familiar animals as crab, lobster, crayfish, and shrimp.
- Mollusks include invertebrate animals such as snails, clams, or squid.
- Shellfish include species of clams, mussels, oysters, and scallops.
- Peanuts and tree nuts are found in facilities everywhere. Ensure the products you send have been made in a nut free facility. Even exposure to a tiny amount of these items could be potentially serious and life threatening.
- Avoid sending all snacks or items containing peanuts or tree nuts with your child to school including food, snacks, or chips cooked in peanut oil.

We can help make the school environment safer, therefore ask for your co-operation.

Inform your child's teacher before giving food products to any children, other than your own at school.



We take care of all children with health care needs and do our utmost to ensure the safety of all students. Thank you for your understanding in advance.

### **HAVE ONE, GIVE ONE:**

Quite often students have food that they do not want. We encourage students to take home their unwanted items and have a discussion with their family. In the past, staff have noticed that there has been unwanted food still placed in the garbage. This year, there will be a tray in the canteen which will house unwanted packaged items for students who may still be hungry during the lunch hour so rather than throwing out unwanted items students can feel free to place extra items in the tray for others to enjoy.

Our Playground is separated into zones so that children have space during recess.



### **COLD WEATHER:**

When the wind-chill is  $-27^{\circ}$  to  $-30^{\circ}$  students will spend a maximum of 15 minutes outside at recess and the beginning of the day. Students are to remain outside prior to the bell. At a wind-chill of  $-30^{\circ}$ , students remain indoors for recess. **Patrols will not be required to be on duty.** Parents are responsible for ensuring that their child is dressed appropriately for the weather. At all other times, students will be outside of the school until the bell.

### **BICYCLES, SKATEBOARDS, SCOOTERS, ROLLERBLADES, ETC:**

Students may bring skateboards, scooters and rollerblades to school at their own risk. The school accepts no responsibility for damage to or loss of these items. They will be expected to keep them with them during the school day and not share them with their peers.

Bicycle racks are located at the north and south ends of the school. Students should stay away from these areas except when parking or retrieving their bicycle. Students should wait their turn when parking their bicycle. Bicycles should be locked at all times.

In order to ensure the safety of everyone on the playground, all students are required to dismount their bicycles and walk them when on school property. Skateboards and scooters must also be dismounted and carried when on school property. Students should remove rollerblades and put on their street shoes when they reach school property.

### **STUDENT DRESS CODE:**

Students are required to dress appropriately for school. The school's expectations for apparel are discussed with all students at different times throughout the school year, and include:

- Students must wear indoor footwear at all times.
- Students must wear appropriate clothing for Manitoba weather.

### **LEAVING THE CLASSROOM:**

Students are expected to report to their teachers when leaving the classroom for any reason.

### **LEAVING THE SCHOOL EARLY:**

Students must have permission to leave the school building during school hours. If they have an



appointment, please call the school. The teacher will release the student once they hear from the office. They are expected to leave through the front doors after informing the office of their departure.

### **PRACTICAL ARTS AND MIDDLE YEARS EXPERIENCE:**

Our grade 7 and 8 students will attend Practical Arts this year. Schedules and complete information will be sent home in the first week of school. All grade 5 and 6 students will receive a Middle Years' experience which takes place in either Windsor Park Collegiate or École Beliveau.

### **ARTS EDUCATION:**

Arts education (dance, dramatic arts, music, and visual arts) is important in supporting students' social, emotional, and academic growth. Students will be offered a variety of experiences in order to provide a full complement of artistic experiences.

### **TEXTBOOKS and LIBRARY BOOKS:**

The library is a common place for students to use to sign out materials and work in small groups. Students will be able to sign out materials for a period of one week. Students will not be able to sign out further materials until the outstanding books are returned.

Texts and library books that are issued by the school become the responsibility of the student, while remaining the property of the school. If a book is lost or damaged, the student will be assessed the cost of the book.

### **CELL PHONES:**

Cell phone use for calls or texting is not appropriate during class times. Students are expected to leave these devices in their backpacks during instructional time unless teachers have allowed their responsible use as a learning and planning tool.

### **PHOTOS and VIDEO:**

Students are not permitted to take photographs or videos in the school using any device without prior permission from teachers or administration.

### **PERSONAL DEVICES:**

Students in grades 6/7 and 7/8 are encouraged to bring their own laptop/iPad device. Teachers will communicate this information during the school year. This is to allow for more students to access technology needed for classroom assignments. However, the school cannot be responsible for any loss or damage to these devices.

### **OTHER VALUABLES:**

Students are strongly advised to leave their valuables at home. If a student must bring items of value to school, they should always be secured. General Vanier School accepts no responsibility for lost or stolen possessions.

### **BUS TRANSPORTATION:**

Students who are eligible for ridership on the Divisional school bus must follow the divisional and school code of conduct and are subject to all requirements of our Code of Conduct. Bus drivers are the designated supervisors of all children riding the bus. Bus misconduct may result in suspension of privileges.

### **Bus Driver Pick-up and Drop-off of Students Procedure**

All school bus passengers, as well as the driver, and supervisors may choose to wear a mask on the school bus.

**The following guidelines are being followed to ensure your child's safety while travelling to and from school.**

- All passengers and drivers should perform hand hygiene before and after being on the bus.
- Windows and/or roof vents will be opened when possible and as weather permits, to allow for increased ventilation.
- Seats will be assigned so the same students are seated in the same seats every day for regular bus routes.
- Up-to-date lists of bus riders and drivers will be maintained.

## **COMMUNICATION ABOUT STUDENT LEARNING**

- 1. During the second 10 days of November:** All students receive An online progress report, the provincial template, which focuses on work habits and general capacity of students to manage the expectations of the new grade level. Kindergarten students do not receive a report the first term.
- 2. During the second 10 days of November:** Student Progress Conferences occur. You will receive more information as to how these will be conducted closer to the date. Kindergarten students will have their Early Years' evaluation reports reviewed during the conferences.
- 3. During the last 10 days in March:** All students receive a progress report online via a divisional template. Students in Grades 6 to 8 receive academic achievement reported in percentages. Report cards will once again be paperless and available on the parent portal.
- 4. During the last 10 days in March:** Student Progress Conferences occur. Once again, you will receive more information at a later date as to how these will be conducted.
- 5. Before the last day of school in June:** Students receive a final report with indicators to show progress and achievement on learning goals and outcomes. Final report cards will also be paperless and available on the portal. Grade 7 & 8 reporting includes percentages.

## **PROTOCOLS FOR COMMUNICATION**

At General Vanier we strive to have open communication with parents and our community members.

Our school web page is a valuable source of information with many helpful links to other documents and information. We encourage parents to check this on a regular basis as information is updated continuously. All Louis Riel schools are also linked with Twitter (<https://twitter.com/vanierLRSD>) and so you may also follow us for some information on current events.

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On a regular basis, our Stingray Statement is sent through the portal, email and posted on our web page to facilitate communication of school and community events. Our Bright Sign television in the front foyer posts our photo yearbook. Active participation in learning can be viewed here.

## **GENERAL VANIER SCHOOL PARENT PORTAL:**

The Louis Riel School Division has a parent portal. The goal of the parent portal is to provide you with a comprehensive on-line information site about your child's learning environment including class news, assignments, report cards, and other pieces of information. Your parent portal username is an internal ID number assigned to you.

### **Parent Portal Username:**

### **To create or change a password, please follow the instructions below:**

**These steps will only work if the school has your proper email address in the system.**

1. Open a browser (Chrome recommended) and go to:  
[https://tyler360.lrsd.net/TSI\\_Live\\_360](https://tyler360.lrsd.net/TSI_Live_360)
2. Click on the link "Forgot Your Login Information?"
3. Enter your assigned username (see below)
4. Click "Continue" and you will receive an email within a minute (check your junk folder if you do not receive an email).
5. You will be prompted to create a new password  
Password requirements:
  - length must be at least 8 characters
  - must contain at least one number
  - must contain one special character (! @ # \$ ...)
  - your password cannot be the same as user name
  - expired passwords cannot be reused
6. When you have finished creating your new password you can close your browser window.
7. Please open a new browser window and go to <http://www.lrsd.net>
8. At the top of the page you will see a "Login" tab. Click on it and select "Parent Login".
9. When prompted, please enter your username and your newly created password.

If you are having issues changing your password, please see the Login Help screen  
<https://www.lrsd.net/Pages/Login-Help.aspx>

We would greatly appreciate any feedback regarding your experience with the LRSD Parent Portal. Please email [portalfeedback@lrsd.net](mailto:portalfeedback@lrsd.net) with your comments. You can also use the same email address to contact us if you are having any issues accessing the portal.

## CODE OF CONDUCT AND EXPECTATIONS

Students and staff are expected to exhibit a commitment to learning and to achieving success. As a division and school, we believe that most students behave appropriately and that the ultimate goal underlying our policy and practice is to help students develop self-discipline. Attributes of appropriate behaviour include but are not limited to:

- respect for self and others;
- empathy;
- cooperation;
- courtesy;
- responsibility;
- honesty

Parents/guardians are expected to support the expectations of the Public Schools Act (58.6 – 58.8) that states parents will cooperate fully with the child's teachers and other employees of the school division or school district to ensure the child complies with school and school division or school district student discipline and behaviour management policies. Adults in the learning environment can effectively support students' ability to meet behavioural expectations with the following behaviours:

- Establish and publicize school routines.
- Develop collaborative processes to establish and publicize classroom rules and expectations for student behaviour.
- Provide safe, productive learning environments characterized by an atmosphere of respect and courtesy.
- Model respect for all and promote cooperation.
- Model respect for school and divisional guidelines and governance policies.
- Respect the findings of current educational research, as related to behavioural management.

## PROTOCOL FOR THE RESOLUTION OF CONCERNS

The Louis Riel School Division Protocol for resolving concerns or conflicts strives to maintain positive, honest and respectful relationships to address misunderstandings that may occur between members of its school community. When such misunderstandings occur, the central priorities must be:

- the best interests of students who may be affected by the misunderstanding.
- providing opportunities for the person(s) most closely involved in the misunderstanding to resolve it promptly and conclusively.

Differences of opinion are a normal part of human relationships and offer opportunities for communication, new learning and improved relationships.

**In all cases, clear, timely and direct communication assists effective resolution of misunderstandings:**

- **When you have a concern regarding a matter involving your young person(s) and another student**, beginning with your young person's classroom teacher may help. S/he may direct the inquiry further to another classroom teacher or the administration. However, you may believe the situation is more

appropriately addressed by the administration team. If whomever you decide to consult about a conflict between students is not immediately available, leave phone numbers and times when the teacher/administrator can return your call.

- **If you have a concern involving a staff member, please contact that person as your first step.** Again, if that person is not immediately available, leave information that will assist him/her to contact you. Once in contact with the staff member, state your concern as clearly and calmly as is possible. This is an opportunity to ensure that any missing information is provided to resolve the concern. Most, if not all, differences can be resolved satisfactorily at this level.

In either instance, if your concern is not satisfactorily resolved your next step is to speak with the Principal or Vice-Principal at the school **after informing the staff member that you intend to do so.** This action supports honest working relationships between parents/guardians and staff members.

Most concerns are resolved at the school level. However, if your concern remains unresolved after discussion with the Principal or Vice-Principal, again **after informing him/her of your wish to do so**, contacting the Superintendent's Department is appropriate.

If the concern cannot be resolved by contacting the Superintendent's Department, you may then direct your concern, in writing, to the Louis Riel School Board. The Board will respond, usually following inquiries with the involved parties.

The Board and the Superintendent's Department trust that this process will result in the satisfactory resolution of those concerns which may, from time to time, arise between members of our school community.

Your cooperation with this Protocol is helpful and appreciated. Communication is the key.

## **PARENT ADVISORY COUNCIL**

Are you interested in being involved with GV PAC? Or maybe you would like to learn more about General Vanier School. We can always use more volunteers! We would love to see you there.

GV PAC meets the third Tuesday of every month in the school library beginning at 7:00 pm. Everyone is welcome to attend and take part! If you have any questions, please contact us at [pac@generalvanier.com](mailto:pac@generalvanier.com).

Our PAC meetings for the 2022/23 school year are:

September 20th, 2022  
October 18th, 2022  
November 15th, 2022  
December 20th, 2022  
January 17th, 2023

February 21st, 2023  
March 21st, 2023  
April 18th, 2023  
May 16th, 2023  
June 20th, 2023

Sincerely,  
Christina Koblun  
PAC President

## Important Dates: General Vanier 2022-23 School Year:

Monday, August 22	School Office Opens
Monday, September 5	Labour Day – <b>No School</b>
*Tuesday, September 6	Administration Day -- <b>No School</b>
Wednesday, September 7	Conferences 9:00 am – 5:00 pm
Friday, September 16	<b>Picture Day</b>
Monday, September 19	PD Day – <b>No School</b>
Tuesday, September 27	<b>Staff Meeting Early Dismissal at 2:15 PM</b>
Friday, September 30	National Day for Truth and Reconciliation- <b>No School</b>
<b>OCTOBER</b>	
Monday, October 10	Thanksgiving Day - <b>No School</b>
Friday, October 21	MTS Professional Learning Day – <b>No School</b>
Tuesday, October 25	<b>Staff Meeting Early Dismissal at 2:15 PM</b>
<b>NOVEMBER</b>	
Thursday, November 3	Picture Retakes
Friday, November 4	School Based Professional Learning – No School
Thursday, November 10	Remembrance Day Service
Friday, November 11	Remembrance Day – <b>No School</b>
Thursday, November 17	1 <sup>st</sup> Term Report Cards available online
Monday, November 21	Conference Manager Opens for Conference Requests
Tuesday, November 22	<b>Staff Meeting Early Dismissal at 2:15 PM</b>
Thursday, November 24	Student-Led Conferences
Friday, November 25	Professional Learning – <b>No School</b>
<b>DECEMBER</b>	
Wednesday, December 21	<b>Last Day of School - Early Dismissal– 2:15 PM dismissal</b>
Thurs. Dec. 22 to Wed. Jan. 4	Winter Break – <b>No School</b>
<b>JANUARY</b>	
Thursday, January 5	Classes resume in all schools
Tuesday, January 24	<b>Staff Meeting Early Dismissal at 2:15 PM</b>
<b>FEBRUARY</b>	
*Friday, February 3	Professional Learning – <b>No School</b>
Monday, February 13	Kindergarten Open House- 7 pm
Monday, February 20	Louis Riel Day – <b>No School</b>
Tuesday, February 21	<b>Staff Meeting Early Dismissal at 2:15 PM</b>
<b>MARCH</b>	
Thursday, March 17	2 <sup>nd</sup> Term Report Cards available online
*Friday, March 17	Professional Learning – <b>No School</b>
Monday, March 20	Conference Manager Opens
Tuesday, March 21	<b>Staff Meeting Early Dismissal at 2:15 PM</b>
Thursday, March 23	Student-Led Conferences
March 27-April 2	<b>Spring Break – No School</b>
<b>APRIL</b>	
Monday, April 3	Classes resume in all schools
Friday, April 7	Good Friday – <b>No classes</b>
Friday, April 14	Professional Learning – <b>No classes</b>
Tuesday, April 25	<b>Staff Meeting Early Dismissal at 2:15 PM</b>
<b>MAY</b>	
Friday, May 5	Professional Learning – <b>No School</b>
Monday, May 22	Victoria Day – <b>No school</b>
Tuesday, May 23	<b>Staff Meeting Early Dismissal at 2:15 PM</b>
<b>JUNE</b>	
Friday, June 9	School Based Professional Learning – <b>No School</b>
Wednesday, June 28	Report Cards avail. On-line
Thursday, June 30	Final Assembly, <b>Last day of classes – 2:15 PM dismissal</b>

\*Dates and activities are subject to change, please refer to our website for the most recent information.



**Louis Riel School Division  
2022-2023 School Calendar**

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>September 2022</b>					1	2	3
	4	5 Labour Day	6 Day 1 PD Day Schools Open	7 Day 2	8 Day 3	9 Day 4	10
	11	12 Day 5	13 Day 6	14 Day 1	15 Day 2	16 Day 3	17
	18	19 Day 4 PD Day	20 Day 5	21 Day 6	22 Day 1	23 Day 2	24
	25	26 Day 3	27 Day 4	28 Day 5	29 Day 6	30 National Day for Truth and Reconciliation	
<b>October 2022</b>							1
	2	3 Day 1	4 Day 2	5 Day 3	6 Day 4	7 Day 5	8
	9	10 Thanksgiving Day	11 Day 6	12 Day 1	13 Day 2	14 Day 3	15
	16	17 Day 4	18 Day 5	19 Day 6	20 Day 1	21 Day 2 ARRS PD Day	22
	23	24 Day 3	25 Day 4	26 Day 5	27 Day 6	28 Day 1	29
	30	31 Day 2					
<b>November 2022</b>			1 Day 3	2 Day 4	3 Day 5	4 Day 6	5
	6	7 Day 1	8 Day 2	9 Day 3	10 Day 4	11 Remembrance Day	12
	13	14 Day 5	15 Day 6	16 Day 1	17 Day 2	18 Day 3	19
	20	21 Day 4	22 Day 5	23 Day 6	24 Day 1	25 Day 2 PD Day	26
	27	28 Day 3	29 Day 4	30 Day 5			
<b>December 2022</b>					1 Day 6	2 Day 1	3
	4	5 Day 2	6 Day 3	7 Day 4	8 Day 5	9 Day 6	10
	11	12 Day 1	13 Day 2	14 Day 3	15 Day 4	16 Day 5	17
	18	19 Day 6	20 Day 1	21 Day 2 Last day of school	22 Winter break begins	23	24
	25 Christmas Day	26 Boxing Day	27	28	29	30	31
<b>January 2023</b>							
	1 New Year's Day	2	3	4 Last day of Winter break	5 Day 3 Schools reopen	6 Day 4	7
	8	9 Day 5	10 Day 6	11 Day 1	12 Day 2	13 Day 3	14
	15	16 Day 4	17 Day 5	18 Day 6	19 Day 1	20 Day 2	21
	22/29	23 Day 3 30 Day 2	24 Day 4 31 Day 3	25 Day 5	26 Day 6	27 Day 1	28

**Louis Riel School Division  
2022-2023 School Calendar**

<b>February 2023</b>	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Day 4	2 Day 5	3 Day 6 PD Day	4
	5	6 Day 1	7 Day 2	8 Day 3	9 Day 4	10 Day 5	11
	12	13 Day 6	14 Day 1	15 Day 2	16 Day 3	17 Day 4	18
	19	20 Louis Riel Day	21 Day 5	22 Day 6	23 Day 1	24 Day 2	25
	26	27 Day 3	28 Day 4				
<b>March 2023</b>	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Day 5	2 Day 6	3 Day 1	4
	5	6 Day 2	7 Day 3	8 Day 4	9 Day 5	10 Day 6	11
	12	13 Day 1	14 Day 2	15 Day 3	16 Day 4	17 Day 5 PD Day	18
	19	20 Day 6	21 Day 1	22 Day 2	23 Day 3	24 Day 4 Last day of classes	25 Spring break begins
	26	27	28	29	30	31	
<b>April 2023</b>	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
							1
	2 Last day Spring break	3 Day 5 Schools reopen	4 Day 6	5 Day 1	6 Day 2	7 Good Friday	8
	9	10 Day 3	11 Day 4	12 Day 5	13 Day 6	14 Day 1 PD Day	15
	16	17 Day 2	18 Day 3	19 Day 4	20 Day 5	21 Day 6	22
	23/30	24 Day 1	25 Day 2	26 Day 3	27 Day 4	28 Day 5	29
<b>May 2023</b>	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Day 6	2 Day 1	3 Day 2	4 Day 3	5 Day 4 PD Day	6
	7	8 Day 5	9 Day 6	10 Day 1	11 Day 2	12 Day 3	13
	14	15 Day 4	16 Day 5	17 Day 6	18 Day 1	19 Day 2	20
	21	22 Victoria Day	23 Day 3	24 Day 4	25 Day 5	26 Day 6	27
	28	29 Day 1	30 Day 2	31 Day 3			
<b>June 2023</b>	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Day 4	2 Day 5	3
	4	5 Day 6	6 Day 1	7 Day 2	8 Day 3	9 Day 4	10
	11	12 Day 5	13 Day 6	14 Day 1	15 Day 2	16 Day 3	17
	18	19 Day 4	20 Day 5	21 Day 6	22 Day 1	23 Day 2	24
	25	26 Day 3	27 Day 4	28 Day 5	29 Day 6	30 Day 1 Last day of school	



GENERAL  
**VANIER**  
SCHOOL