

PILOT BUTTE SCHOOL
— Est. 1891 —

THIS IS
BEAR
COUNTRY.

We are
“*Building Foundations for Success*”
By working to
“*Educate...Empower...Excel*”

We are the **Pilot Butte BEARS**

We work to



Be *kind*.
Earn and give *respect*.
Accept *responsibility*.
Reach for *excellence*.

KINDNESS
RESPECT
RESPONSIBILITY
are the **VALUES** we
demonstrate
throughout our day.

REACHING FOR
EXCELLENCE
is the **ATTITUDE** we
demonstrate
throughout our day.

Our administrators are
Principal: Tammy Sillers Vice-Principal: Fulvia Stadnyk

Contact us at:
Pilot Butte School
Box 390, 301 6th Street
Pilot Butte, SK S0G 3Z0

Phone Number: (306) 781-4488
Email: pilotbutteschool@pvsc.ca
Website: <http://www.pvsc.ca/school/pilotbutte>
Facebook: Pilot Butte School
Twitter: @pbsBEARS

We are part of
Prairie Valley School Division No. 208

Whose mission is **To Inspire and Empower One Another**
 So that we can provide **Leadership in Learning and Life**

PILOT BUTTE SCHOOL HISTORY

Pilot Butte School District No. 207 was established in the North-West Territories in 1891. The first school was located south of the village on the present access road. The teacher was Andrew Martin, who later became a medical doctor. Children by the names of Betteridge, Zinkhan, Knappel and Weisbrodt attended that school. Some of these family names are still found on recent registers.

In 1913, Pilot Butte School was relocated to the present school site in the village. A two storey, two classroom school was erected, using the red bricks manufactured at a Pilot Butte plant. Thirty-seven students were enrolled from grades one to ten. This building also served as a community centre.

The brick structure was replaced by a two classroom stucco school in 1956. The population of the village increased rapidly and in 1958 the basement was turned into a classroom. A rural school was moved to the north end of the school yard for extra space. In January of 1960, a two classroom cement block building, capable of future expansion, was opened at the southwest corner of the school yard.

In 1964, Pilot Butte became part of the newly formed Regina School Unit No. 21. Expansion of the two room cement block structure began at once. Four classrooms were added to the north in 1964 and four more in 1974. A large addition built to the east in 1977 included a library and small gymnasium.

An expansion and renovation in 1988 has resulted in a modern school with eighteen classrooms, several specialized areas, a large gymnasium, and an elaborate playground.

In 1991, Pilot Butte School celebrated its 100th Anniversary. Students participated in a celebration and built a legacy quilt which was showcased at the 125th Anniversary in 2016.

Welcome to our BEAR Country!

8:55-9:26	Period 1
9:26-9:57	Period 2
9:57-10:28	Period 3
10:28-10:43 Recess	
10:43-11:14	Period 4
11:14-11:45	Period 5
11:45-12:35 Lunch	
12:35-1:06	Period 6
1:06-1:37	Period 7
1:37-2:08	Period 8
2:08-2:23 Recess	
2:23-2:54	Period 9
2:54-3:25	Period 10

September

03 Labour Day, no school
 04 Student Registration and classes begin

October

05 Non Student Day
 08 Thanksgiving

November

09 Non Student Day
 12 Remembrance Day (In Lieu)
 20, 22 Learning Conferences – 4 to 8 pm

December

21 Last day of classes

January

07 Classes resume
 29 Non Student Day

February

18 Family Day – no school
 19-22 Winter Break

March

11 Non Student Day
 20, 21 Learning Conferences – 4 to 8 pm
 22 Non Student Day

April

19-26 Easter Break

May

20 Victoria Day – no school

June

21 Non Student Day
 26 Last day for students

The “BEAR” Necessities

ALLERGIES - NUT MANAGED SCHOOL

Pilot Butte School is a “NUT MANAGED” school. We have several students with severe nut allergies and keeping our school free of nut products is our ultimate goal. Please pack lunches or snacks with foods that contain no nuts or nut products. Because we have no way of telling the difference, we ask that any nut substitute products such as “Wow Butter” be avoided as well.

ATHLETIC CODE OF CONDUCT

In order to participate in athletics at Pilot Butte School, students are expected to:

- Keep a reasonable level of academic success.
- Attend school regularly and be on time.
- Not participate if they have been ill on game day.
- Attend practices.
- Model positive behavior, attitude, and habits.



ATTENDANCE

Schools have legal obligations around monitoring student attendance. We ask parents to inform the school by a note in the agenda, by telephone (306 781-4488) or email (pilotbutteschool@pvsc.ca) of any planned absences or lates. We have a telephone answering service available for you to call to report absences or lates. If a student is absent and his or her parents have not contacted the school, our school Administrative Assistants will be contacting parents to ensure the student is safe.

Parents have a legal obligation to have their children attend school. If your child needs to be away and you have informed the school, please ensure that your child is not loitering around the school or grounds otherwise it could be deemed as truancy.

*** In this digital age, students and parents text often. Teacher/office MUST be kept in the communication loop as there are strict attendance reporting expectations from the Ministry of Education.

When a student is late to school or leaving early, we need them to stop at the office and let one of our Administrative Assistants know. This ensures accurate records are kept and prevents unnecessary phone calls home.

Positive habits are developed through practice. Because regular attendance and punctuality are foundations to success, the school provides students a safe environment in which to develop these lifelong skills. With our parent partners, we know our BEARS will turn these practices into habits!

BIKES/ROLLER BLADES/SCOOTERS/SKATEBOARDS

Students who ride bicycles/roller blades/scooters/skateboards to school are asked to:

- walk their equipment on school property.
- use a good lock securing their bike to the rack during the day.
- use roller blades only on the way to and from school.
- stay clear of the bike rack areas during recesses.
- avoid “joy riding” near buses or in traffic during the school day.

The Pilot Butte and District Lions have provided many students at our school with helmets over the last few years. Thank you Lions!! Please use your helmets!

CARE OF SCHOOL PROPERTY

We want our school, grounds, and neighborhood to be clean.

- In weather that is wet, snowy, and/or muddy, we take off our shoes in the entry ways and put on indoor shoes.
- We make sure to keep our desks and lockers clean. We take care of our personal materials like textbooks, notebooks, and Phys. Ed. supplies.

- We keep money and valuables such as expensive jewelry or electronics at home. If we need to have these types of materials at school, we always talk to our teacher about the safest place to keep it until we need to use it.
- Knowing that sometimes we make mistakes, we take responsibility for our actions. If we damage any property or equipment, we repair or replace it.
- If we see trash lying around inside or outside, we pick it up regardless of whether it is ours or not.
- **Textbooks** are issued once each year. All students are responsible for keeping their textbooks in as good a shape as they received them.
- **We take care of our school, our neighborhood, and each other!!**

COMMUNICATION

Contacting a Student - Please contact the office if you have a message to pass on to your child.

Newsletter - The newsletter is emailed to all families and posted on the school website at the end of each month.

School Messenger - From time to time, messages regarding school events or information will be sent home via the telephone School Messenger system.

Telephone - Each classroom has a telephone for student and staff use. Students must have permission from a teacher before using the classroom phone. If a student has an emergency, they may also ask to use the office phone.

Cell Phones – Students and staff often have cell phones. We expect that cell phones are not a distraction to anyone. All users must remain mindful of privacy laws and appropriate places and times to use their cell phones. Teachers will provide students direction on when and how their cell phones can be used in class for educational purposes. Otherwise cell phones should remain out of sight. If a cell phone is causing any distraction, it may be taken away and if it is a recurring distraction, parents may be called to pick up the cell phone.

Website - Our school website is <http://www.pvsd.ca/school/pilotbutte>. We encourage all students, parents, staff, and community members to check our website daily for new information on school operations, school activities, student celebrations, etc. If you would like to see something on our website, please contact the school for consultation.

Twitter – Our school Twitter account is @pbsBEARS. We encourage parents to sign on as we tweet important updates, reminders and information regularly.

Facebook – We are on Facebook as Pilot Butte School. Please look for the “This is BEAR Country” background as there are a number of Pilot Butte School pages on the internet.

Permission Click – PVSD has encouraged schools to automate permission forms and the collection of any monies for curricular or extra-curricular activities. Please contact the office if you have any difficulties setting up an account.

COMPUTER USE POLICY

It is an expectation that Pilot Butte School computer resources are to be used appropriately.

Pilot Butte School considers all Internet activities as “Electronic Field Trips.” Therefore, the rules that apply to student conduct on regular field trips also apply to these Electronic Field Trips.

Students may have their computer, e-mail or Internet privileges suspended or terminated depending on the severity of the misuse.

Before information is published on the Internet, the teacher, Principal, and Vice-Principal must approve it. For more information on the Acceptable Use Policy, please visit our website at <http://www.pvsd.ca/school/pilotbutte>

CONFECTIONS - FOOD AND DRINK

At Pilot Butte School, we promote healthy habits. We provide time for a morning snack and invite students and their parents to pack nutritious foods for that time; please avoid sending chips and candy as snacks. Water and healthy juices are preferred drinks – sugary and/or carbonated drinks are not appropriate for school.

DISCIPLINE

The basis for our discipline practices at Pilot Butte School are rooted in the BEAR values of kindness, respect, and responsibility and subscribe to PVSD administrative procedures. The ultimate goal of any discipline situation is to have the child learn from the error. It is our collective responsibility as parents and teachers to support each other so the child can maximize learning.

In keeping with our mission of *Educate, Empower, Excel*, students are encouraged to voice their concerns to other students and staff as they arise. If students are uncomfortable doing this, they are encouraged to report to any of the following:

- a) Any teacher in the school with whom they feel comfortable.
- b) The Child and Family Support Worker
- c) School administration
- d) Any other adult whom they trust that has links to the school, such as Administrative Assistants, Educational Assistants, Caretakers, Bus Drivers, etc.

On receipt of a concern, the teacher and/or school administration will investigate the situation. Investigations may include but are not limited to:

- a) One on one conversations with students and possible witnesses.
- b) Phone calls home.
- c) Documentation in SWIS (School-Wide Information System).
- d) Consequences that range from a verbal reprimand to a suspension from school. The involvement of other agencies and/or other PVSD staff such as Child and Family Support Workers may be activated.

Any situations reported are held in confidence; names are not disclosed except in the process of investigation. In keeping with our BEAR values, we seek to collaboratively partner with families to support the growth of all our students.

DRESS CODE

We expect that all staff and students practise discretion when choosing clothing for school. In the event that a shirt displaying inappropriate or offensive language, pictures, or advertising beer/alcohol/drugs is worn to school, the student will be asked to change into an appropriate shirt or turn the inappropriate one inside out. Tank tops should cover all undergarments. We ask that wearing any form of halter tops be avoided at school. Shorts/skirts should be a responsible length (please no "short shorts") and we expect shoes to be worn. We ask that hats, caps and coats be worn only outside and that hoods are worn down.

ELECTRONIC EQUIPMENT

Electronic devices, including but not limited to, cell phones, two-way radio systems, digital cameras, iPods, MP3 players, electronic games, etc. if brought to school, are to be out of sight. These are considered tools and are not to be distractions during the school day. Use must be approved by our Student Support Services team and/or classroom teachers for the purposes of an instructional/organizational activity. All reasonable efforts will be made to remind students to put their devices away, but there may be occasion when the device may need to be taken away, brought to the office, and kept until the end of the day. If problems persist, we may ask parents to come and pick the device(s) up. Parents please make as many efforts to communicate any changes to your child's schedule/attendance through the office rather than through the child's cell phones. Example: If your child texts you that they are sick, please contact the office to arrange release from school. We have strict legal parameters that we must work within and this communication is critical.

EXTRA CURRICULAR ACTIVITIES - CLUBS, INTEREST AND SPORTS GROUPS

We have a large variety of extra-curricular and co-curricular programs. We believe this is an excellent way for students to develop personal interests, skills, self-confidence, self-esteem and lifelong friendships with other students and staff. We encourage student participation and parent volunteerism; if you would like to help coach and/or start a program, please contact us!

GYMNASIUM

All students are expected to participate in physical education. If for some reason, a student is unable to participate, we may require a doctor's certificate or parent note.

Pilot Butte has a gymnasium available for students and due to the heavy demands put on it by classes, intramurals and inter school sports, as well as community activities, it is necessary to schedule the space available. We all have a responsibility to look after the gym and its equipment.

Our expectations for gymnasium users are:

- * Students must wear appropriate gym clothing for all classes and intramural sports.
- * Unsupervised activities will not be permitted in the gym at any time.
- * Spectators at activities are expected to adhere to our school values.

HARASSMENT POLICY

Pilot Butte School is committed to providing a safe and caring environment for all students, staff, volunteers, visitors and anyone participating or attending Board sponsored activities. All have a right to work and learn in a safe environment and a right to be treated with dignity, respect, and fairness. A safe school environment produces a climate conducive to both teaching and learning. A safe environment is free from hostile, intimidating, or offensive behaviors by anyone.

The school cannot tolerate harassment of any sort, by any student, or adult towards a student, staff, volunteer or visitor. All cases of such inappropriate behavior will be investigated and addressed.

ILLNESS AT SCHOOL

Students who become sick at school **MUST** let their teacher know. In this day and age of cell phones and texting, the school is often left out of the loop. This creates serious legal gaps. Please refer to the Attendance section for more information about attendance legalities. The school will contact the student's parent/guardian. **Students will remain at school until parental/guardian direction has been given.**

INJURIES - ACCIDENTS

Accidents will happen. When they do, we need to work calmly and collectively to make sure those involved are safe and as comfortable as possible. Students should seek the help of any staff member available. Staff should assess the situation and seek assistance when needed. Once the situation is contained, an insurance form needs to be completed and submitted to the Principal. Parents/guardians will be notified **as soon as possible**. Please note at this time, our school employs a Licensed Practical Nurse and it is part of our practice to have her evaluate the student.

Accident insurance is available. Applications are available at the beginning of each school year, or from the office.

LOCKS AND LOCKERS

Each student is expected to keep their lock and locker in good condition. We strongly recommend that lockers must be kept locked and combinations kept confidential. Lockers remain the property of the school and are subject to inspection, without notice, by school authorities for reasons of health, safety and security.

Students will be provided with a combination lock by the school once. If it is lost or damaged, it may be the responsibility of the student to pay for replacement.

MEDICATION – Prescription AND Over the counter

If there is a need for medication to be given to your child during school hours, please arrange to complete a consent form at the office. All student medications are stored in a secure location. Medication should never be kept in your child's desk, jacket or lunch kit.

Pilot Butte School administration of medications is as follows:

1. A written authorization by the parent/guardian is required before prescribed and/or over the counter medication can be given during the school day. Please note that a form is required to be completed by the family physician for prescription medications.

2. The medicine bottle must carry the official label from the pharmacist stating the child's name, physician's name, the name of the medication, the dosage to be administered and if possible, the time of day it is to be given.
3. It is the responsibility of the parent or guardian to see that the medication is delivered to and any left over medication picked up from the school office.
4. The principal or designate will give all medication.

NOON HOUR

Lunch period is from 11:45 am to 12:35 p.m. Students eat in their classroom or assigned areas. From 12:10 to 12:35, students have lunch recess in designated areas. During extremely cold or wet weather, students will have indoor recess, otherwise all students are expected to be outside from 12:10 to the 12:30 bell.

For the safety and supervision of our students Pilot Butte School is a closed campus. Bus students and town students, choosing to stay at school for noon hour activities may not leave the school grounds unless the Principal or designate has a written note indicating that they may leave; in some cases, a telephone call may prove sufficient.

PHOTO PERMISSION

Each year many school activities involve students being photographed or videotaped. Parental consent is required before photos can be released for media purposes (websites, newsletters, etc.). Consent will be obtained from the parent once during your child's school career. If you wish to change consent please contact the school. Please note that without this consent, your child's accomplishments can never be showcased, so we encourage you to dialogue with us before withholding consent.

PILOT BUTTE SCHOOL COMMUNITY COUNCIL

The Pilot Butte School Community Council's vision is to 'bridge the school and community' by 'supporting and promoting common values'. Research tells us that parents and community account for 30% of the influence in children's lives. Working together with the school will ensure the influences on our children are the most effective! Come join us in authentic engagement in learning improvement! There are many ways to contribute outside of attending regular meetings, so if you have a tight schedule, please contact us to find out how you might be able to be part. Our email is: pilotbuttescc@hotmail.com

SCHOOL AND INCLEMENT WEATHER

On mornings when the weather is in doubt, we recommend you tune in to a local radio station for information about school and buses.

Weather Policy: Students will not be dismissed early during severe weather conditions as parents may not be home for an unscheduled dismissal time. It is safer to keep the children at school during a storm.

Buses will not run when temperatures reach -40C (with or without a wind chill factor) or at the bus driver's discretion. **In the event bus students cannot be transported home it is important an in-town billet be assigned on your child's registration form.**

STUDENT LEADERSHIP COUNCIL

Believing that school is a place where students can practice life skills, our SLC offers numerous real-world simulations. First our Pilot Butte School SLC executive positions are elected positions. Candidates for the positions of President, Vice-President, Treasurer, Secretary, Media Relations, and Extra-Curricular Liaison must go through a nomination process. Second, the candidates must campaign. Third, candidates must deliver an election speech. Candidates who are not successful in their bid for executive positions are automatically eligible for appointment to SLC special groups. More information is available on our school website.

STUDENT LOST AND FOUND

There is a lost and found located in the school. Students may claim items by checking at the office and providing a description of the article. Names in books, clothing, and equipment will assure owners get their lost items back.

TOBACCO, ALCOHOL, DRUGS - SMOKING AND SUBSTANCE ABUSE

All Prairie Valley School Division activities and premises are smoke free. School sponsored events on school property and those away from school property are to be smoke free events. Pilot Butte School supports this Division wide policy.

VALUES

When home and school partner, children excel! As such, we encourage families to speak the language of our BEAR values at home. The more we all talk about “being kind”, “earning and giving respect”, “accepting responsibility” and having attitudes of “reaching for excellence”, the better we will all display them in our everyday interactions.

VISITORS/VOLUNTEERS

All volunteers and visitors are asked to check into the office as soon as they enter the building.