



DSBN Academy

2026-2027

ELEMENTARY STUDENT HANDBOOK

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Elementary Student Handbook

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The purpose of this handbook is to give you an understanding of how we support a safe, inclusive, welcoming school culture focused on student learning. In the following pages, you'll see the commitments we make to you and your students. This handbook also outlines the principles of good citizenship for all members of our educational community.

One of our most important commitments is to the communication between the school and home. If you have any questions about this handbook, we encourage you to contact the school and we will be happy to discuss them with you.



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PART A: Applicable to DSBN Academy (Pages 2-11)

What does it mean to be a DSBN Academy Student?

By choosing DSBN Academy as your school in September, it is with the mutual understanding of the following:

The Faculty at DSBN Academy are committed to providing an environment of high expectations. They will encourage, support, and empower you to distinguish yourself academically so that you can be competitively eligible for admission and then graduate from a post-secondary institution.

We utilize several key strategies to remove barriers and create opportunities for you to engage in school life and develop the skills and confidence required for academic success.

DSBN Academy is a unique program, and our students are expected to:

- Wear the school UNIFORM without requiring prompts or reminders.
- Participate in the mandatory STAMINA program.
- Participate in the ADVISORY program.
- Contribute to a positive culture both in the classroom, hallways, and on the bus.

Your success also involves Commitment, Optimism, Respect, and Excellence.

To demonstrate **commitment**, students:

- Take personal responsibility for their actions.
- Honour their commitments and act with integrity.
- Show loyalty to friends, colleagues, and the school.

To demonstrate **optimism**, students:

- Believe in the positive potential in themselves, others, and society.
- Look at the bright side of any situation.
- Expect the best possible outcome.

To demonstrate **respect**, students:

- Value all members of the school community.
- Acknowledge and embrace diversity.
- Use language appropriate for school and always free of harmful slurs and oppressive speech.

To demonstrate **excellence**, students:

- Show pride in personal achievement.
- Set high standards and personal goals for improvement.
- Make best use of talents, time, and resources.

As Faculty of DSBN Academy, we need all students to be willing to follow the expectations of the program. We understand that each child is unique and may face life challenges along the way, and we are here to support you.

Sincerely,

DSBN Academy Faculty



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ELEMENTARY BELL SCHEDULE

DSBN Elementary Schedule	Bell Times
Entry	8:15-8:30
Period One	8:45-9:35
Period Two	9:35-10:25
Nutrition/Fitness Break	10:25-11:05
Period Three	11:05-11:55
Period Four	11:55-12:45
Nutrition/Fitness Break	12:45-1:25
Period 5	1:25-2:15
Period 6	2:15-3:05
Buses	3:05 pm

CREED

- We say it every morning with Argo Pride. We make no apologies; we have high expectations for our students!

WE BELIEVE!

WE ARE DSBN ACADEMY.

WE HAVE A FUTURE FOR WHICH WE ARE ACCOUNTABLE.

WE WILL BE COLLEGE AND UNIVERSITY GRADUATES.

WE ARE COMMITTED AND OPTIMISTIC.

WE STRIVE FOR EXCELLENCE, NOT BECAUSE WE SAY IT,
BUT BECAUSE WE WORK HARD FOR IT.

WE SEE OBSTACLES AS OPPORTUNITIES TO PERSEVERE AND GROW.

WE MAKE NO EXCUSES.

WE RESPECT OURSELVES AND EMBRACE DIVERSITY.

WE STAND TOGETHER AND WE ADVOCATE FOR WHAT'S RIGHT.

WE BELIEVE IN OURSELVES.

WE BELIEVE IN EACH OTHER.

WE BELIEVE IN DSBN ACADEMY.

WE ARE THE ARGONAUTS.

WE BELIEVE AND WE WILL ACHIEVE!



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ADVISORY

- The DSBN Academy Advisory Program is a key strategy in supporting students as they transition through Grade 6 to 12.
- Elementary students are assigned to an Advisory group that meet every Day 3.
- The Advisory Program allows teachers to monitor and support students' academic progress, to sustain positive relationships with students and to advise them based on their holistic needs.

Goals of the Advisory Program include:

- Opportunities for students to build community and a positive school culture
- Development of inter and intra-personal skills
- Academic advising and coaching
- Preparing students for high school and post-secondary

ATHLETICS

- DSBN Academy participates in DSBN tournaments for all sports based on the athletic school year calendar.
- Students will be provided an opportunity to try out for athletic teams during the school day.

ABSENCES/LATES

ABSENCES

If students are going to be absent from school, parents/guardians are to contact the school each day using the Safe-Arrival system at 1-866-479-3261. If a phone call or Safe-Arrival is not possible, then the student must bring a note signed by a parent/guardian to the Attendance Secretary before being admitted to class.

Parents/Guardians can sign students out via Safe-Arrival, phone call or note. In the case of a last-minute appointment or emergency, a phone call from a parent giving the reason the student is being excused will be accepted.

EXTENDED ABSENCES (Vacations, Conferences)

Dates of school holidays are published in this handbook. Please plan vacations that do not require students to miss school. If this cannot be avoided, please submit a request for an extended absence to the office at least 2 WEEKS PRIOR. Students are responsible for working with their teachers to complete missed work.

LATES

Bus arrival times, lunch break, and travel time between classes support student responsibility with punctuality. Lateness to class should be due to an extenuating circumstance only. Students who are habitually late to class will be subject to progressive discipline as it is disruptive to the learning environment of other. Progressive discipline can include home contact, detention, in-school suspension, and formal suspension.



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DRESS CODE for SCHOOL UNIFORM

DSBN Academy requires its students to wear a uniform which helps to create a positive atmosphere for learning and fosters a sense of team and community.

Maddalena Uniforms (St. Catharines) is our official uniform provider. Please visit their website at <https://www.maddalena-uniforms.com/>.

DAILY UNIFORM EXPECTATIONS: • Report to the cafeteria for morning announcements on time and in uniform. • After announcements, store hats, toques, coats, backpacks, and any other non-uniform items in locker. • Remain in uniform during the instructional day and STAMINA. This includes lunch break. • Physical Education classes: students may wear spirit wear and/or bring appropriate clothes from home for class i.e., Shirt, shorts, track pants. After Physical Education class, students are expected to change back into their uniform. • When there are extenuating circumstances, students may borrow uniform items from the main office prior to the start of the school day and return borrowed items at the end of the day. TOPS & SWEATERS embroidered with DSBN Academy Logo from the school's designated uniform supplier or previous supplier. • Navy/White Polo • Navy sweater *NOTE – It is important to preserve the integrity of our school uniform. Uniform tops and sweaters are not to be worn over ANY visible non-uniform items such as sweatshirts, or brightly coloured t-shirts.	PANTS/SHORTS from the school's designated uniform supplier. • Khaki pants • Khaki shorts • Khaki skorts *NOTE- It is important to preserve the integrity of the school uniform. DSBN Academy uniform shorts may be altered to no more than 14 cm above the knee (finger-tip length). Uniform pants should not be rolled. SHOE WEAR must be closed-toe shoe wear ONLY. Slippers, flip-flops, and sandals are not permitted. Running shoes are necessary for Physical Education classes. ACCESSORIES: Hats, hoods, and toques are not to be worn in the school. When choosing other accessories, we ask that all members of our school community are mindful of: • Health and safety considerations • The dignity and well-being of students and staff (i.e., free of inappropriate or discriminatory imagery or wording). UNIFORM INFRACTIONS: Students who are out-of-uniform will not be admitted to class and remain in the office until infraction is addressed by administration. Students who continually challenge the uniform dress code will be subject to progressive discipline. This can include home contact, detention, in-school suspension, and formal suspension.
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*Scenarios which present themselves during the school year will be considered by administration and communicated to the student body.



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DRESS CODE for ALTERNATE DRESS DAY:

Everyone has their own unique style and aesthetic. We celebrate students' individuality and respect their ability to express themselves. Our only expectation is that all students come to school dressed appropriately for a learning environment. When deciding on clothing, we ask that all members of our school community are mindful of:

- Health and safety considerations
- The dignity and well-being of all students and staff (i.e., clothing that is free of inappropriate or discriminatory imagery or wording)

DRESS CODE for SPIRIT WEAR SHIRT DAY:

These days are an opportunity for students to show their Argonaut pride and wear the spirit wear items they have purchased while adhering to the DSBN Dress Code above. Students do not have to wear uniform pants when wearing spirit wear tops.

Information on how to order our line of Spirit Wear will be shared with families during September/October.

DRESS CODE for SPORT TEAMS

On game days, students are expected to be in school uniform and may not wear jerseys and/or alternate bottoms on scheduled game days whether home or away. Dismissal for games will accommodate time to change on game day.

Team members are encouraged to wear club/team shirts on spirit days.

*Special permission may be granted by administration for special events.



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Science
Technology
Arts
Math
Innovation
Nutrition
Athletics

ELEMENTARY Enrichment: STAMINA PROGRAM

The DSBN Academy STAMINA Program is one of our key strategies for empowering students to become the first in their families to graduate from a post-secondary institution.

This program is embedded for students from 1:25pm - 3:05 pm, every Day 5 and Day 10. There will be 8 STAMINA sessions during the year. Each session will run for a **4-week block**, providing a very focused and in-depth enrichment experience. The **STAMINA** program will begin the 3rd week of school.

The STAMINA Program is a mandatory requirement for students that offers opportunities for enrichment and academic support. DSBN Academy recognizes the valued teachers, community members and organizations that design and deliver clubs and activities for the DSBN Academy.

The STAMINA Program will give students the opportunity to:

- learn about teamwork, cooperation and fair play
- learn new skills
- assume leadership roles
- build self-esteem
- build on positive relationships with each other and community members
- consolidate skills they have learned in class
- receive additional support with learning when needed

The STAMINA Program provides students with opportunities to develop a range of strengths and capacities to support their pursuit towards a post-secondary graduation.

Students will be given options for their STAMINA programming. Some examples of these options may include Baseball, Musical Performance, Cooking, Visual Arts, Go Girls, Game On, Mixed Martial Arts, Peer tutoring, Drama, Kidz Can Code, Mad Science, Mixed Martial Arts, Podcasting...to name a few!

It is important that students make commitment to these activities and try new things.

- ✓ **Be Punctual** (Ready to participate at 1:25pm)
- ✓ **Be Prepared** (Bring all necessary supplies and clothes)
- ✓ **Be Respectful** (Make sure that you respect all Volunteers)
- ✓ **Be Dedicated** (Embrace each opportunity)

GRADE 6 ARGO CAMP

During the first week of school in September, our Grade 6 students participate in an 'Argo Camp.' The camp is designed to welcome our newest students and help them transition to DSBN Academy. During the week, students will get to know our faculty and participate in cooperative activities to get to know their peers. Grade 6 students will be assigned to classes at the end of Argo Camp week.



PART B: Applicable to all Elementary Schools (Pages 9-12)

CODE OF CONDUCT

The DSNB believes fostering a positive school climate that supports student achievement and well-being focuses on prevention and early intervention strategies to address inappropriate behaviour.

These standards of behaviour outlined below apply whether they occur on school property, on student transportation, at school-related events or activities, or in any other circumstance that could have an impact on the school climate.

The provincial Code of Conduct outlined in PPM 128, revised October 17, 2018, sets clear provincial standards of behaviour.

All DSNB schools will have a link to policy G-08: Code of Conduct for Schools on their website and if applicable, in their school agendas.

PURPOSES OF THE CODE

Subsection 301(1) of Part XIII of the Education Act states that, “the Minister may establish a code of conduct governing the behaviour of all persons in schools”. Subsection 301(2) sets out the purposes of this provincial code of conduct, as follows:

1. To ensure that all members of the school community, especially people in positions of authority, are treated with respect and dignity
2. To promote responsible citizenship by encouraging appropriate participation in the civic life of the school community
3. To maintain an environment where conflict and difference can be addressed in a manner characterized by respect and civility
4. To encourage the use of non-violent means to resolve conflict
5. To promote the safety of people in the schools
6. To discourage the use of alcohol, illegal drugs and, except by a medical cannabis user, cannabis
7. To prevent bullying in schools

STANDARDS OF BEHAVIOUR

Respect, Civility, and Responsible Citizenship. All members of the school community must:

- Respect and comply with all applicable federal, provincial, and municipal laws
- Demonstrate honesty and integrity
- Respect differences in people, their ideas, and their opinions
- Always treat one another with dignity and respect, and especially when there is disagreement
- Respect and treat others fairly, regardless of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, marital status, family status, or disability
- Respect the rights of others
- Show proper care and regard for school property and the property of others
- Take appropriate measures to help those in need
- Seek assistance from a member of the school staff, if necessary, to resolve conflict peacefully
- Respect all members of the school community, especially persons in positions of authority
- Respect the need of others to work in an environment that is conducive to learning and teaching
- Not swear at a teacher or at another person in a position of authority



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SAFETY

All members of the school community must not:

- Engage in bullying behaviours
- Commit sexual assault
- Traffic in weapons or illegal drugs
- Give alcohol or cannabis to a minor
- Commit robbery
- Be in possession of any weapon, including firearms
- Use any object to threaten or intimidate another person
- Cause injury to any person with an object
- Be in possession of, or be under the influence of alcohol, cannabis (unless the individual has been authorized to use cannabis for medical purposes), and illegal drugs
- Provide others with alcohol, illegal drugs, or cannabis (unless the recipient is an individual who has been authorized to use cannabis for medical purposes)

TEACHERS AND OTHER SCHOOL STAFF

Under the leadership of their principals, teachers and other school staff maintain a positive learning environment and are expected to hold everyone to the highest standard of respectful and responsible behaviour. As role models, teachers and other school staff uphold these high standards when they:

- Help students work to their full potential and develop their sense of self-worth
- Empower students to be positive leaders in their classroom, school, and community
- Communicate regularly and meaningfully with parents

According to PPM 128, the following responsibilities are outlined to support a collaborative ownership of the code of conduct.

SCHOOL ADMINISTRATORS

Under the direction of DSBN, school administrators take a leadership role in the daily operation of a school. They provide this leadership by:

- Demonstrating care for the school community and a commitment to student achievement and well-being in a safe, inclusive, and accepting learning environment
- Holding everyone under their authority accountable for their own behaviour and actions
- Empowering students to be positive leaders in their school and community
- Communicating regularly and meaningfully with all members of their school community
- Maintain consistent and fair standards of behaviour for all students
- Demonstrate respect for one another, all students, parents, volunteers, and other members of the school community
- Prepare students for the full responsibilities of citizenship

STUDENTS

Students are to be treated with respect and dignity. In return, they must demonstrate respect for themselves, for others, and for the responsibilities of citizenship through acceptable behaviour. Respect and responsibility are demonstrated when students:

- Come to school prepared, on time, and ready to learn
- Show respect for themselves, and for others, and for those in positions of authority
- Refrain from bringing anything to school that may compromise the safety of others
- Follow the established rules and take responsibility for their own actions



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PARENTS/GUARDIANS

Parents/Guardians play an important role in the education of their students and can support the efforts of school staff in maintaining a safe, inclusive, accepting, and respectful learning environment for all students.

Parents/Guardians fulfill their role when they:

- Are engaged in their student's schoolwork and progress
- Communicate regularly with the school
- Help their student be appropriately dressed and prepared for school
- Ensure that their student attends school regularly and on time
- Promptly report to the school their student's absence or late arrival
- Become familiar with the provincial Code of Conduct, the DSBN Code of Conduct, and, if applicable, the school's Code of Conduct
- Encourage and assist their student in following the rules of behaviour
- Assist school staff in dealing with disciplinary issues involving their student

COMMUNITY PARTNERS

Through outreach, existing partnerships may be enhanced and new partnerships with community-based service providers and members of the community (e.g., Elders, Senators, Knowledge Keepers) may also be created. Community-based service providers and resources are among the supports that boards can use to deliver prevention or intervention programs. Protocols are effective ways of establishing linkages between boards and community-based service providers and of formalizing the relationship between them. These partnerships must respect all applicable collective agreements.

POLICE

The police play an essential role in making our schools and communities safer. The police investigate incidents in accordance with the protocol developed with the DSBN. These protocols are based on the Provincial Model for a Local Police/School Board Protocol, 2015, developed by the Ministry of Community Safety and Correctional Services and the Ministry of Education.

INCLEMENT WEATHER

There may be times during the school year where inclement weather or other situations could cause transportation cancellations or school closures. At times, when student transportation has been cancelled and schools remain open, the decision to have students attend school on that day rests with the parent or guardian. You may check on school closures by visiting the following sites:

- www.dsbni.org or www.nsts.ca
- DSBN Facebook or Twitter
- NSTS Transportation Delay or Cancellation Alerts
- Niagara Student Transportation Service
- 905-346-0290 Voice Auto Attendant
- Local radio and television stations.

COLLECTION OF FUNDS & PERMISSION FORMS

School Cash Online is a safe, reliable portal that will ensure the security of your information. School Cash Online, enables you to use your debit or credit card to make quick and easy payments. Our school also uses School Cash Online to obtain permission for school events.

To gain access to the system, simply click on the "School Cash" button which is located on our school website. Parents that do not bank online are always welcome to come into the office to pay for items, and to sign permission forms.



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VISITORS

We want all visitors to feel welcome at our school. The procedures we have in place help us provide you with timely access to the school and give our entire school community confidence that student safety is being maintained.

Once you enter the school, please report directly to the main office where our staff can assist you. There, you will sign in and receive a visitor badge that identifies you as a trusted member of our community. At the end of your visit, you will sign out at the office.

SCHOOL VOLUNTEERS

At our school, we believe everyone has a contribution to make towards student success. We appreciate the support of volunteers who offer their services and improve the education and lives of our students.

To ensure the safety of our students and the school community, the DSBN has created a helpful handbook to support our school volunteers. If you are interested in becoming more involved with our school, please contact the office and our staff would be happy to work through the process with you.

SCHOOL COUNCIL

Our School Council provides a vital link between the school, families and community. The council is made up of dedicated parent volunteers interested in supporting student success. The council meets regularly throughout the school year and provides feedback and supports programs to improve student achievement.

We encourage you to become involved. More information about how to join our School Council will be shared in September.

SMOKING/VAPING

Smoking and vaping are not allowed in schools or on school grounds. Adults wishing to smoke or vape in public areas must be at least 20 meters from school grounds.

BELONGINGS

Students who choose to bring personal items to school do so at their own risk and must accept responsibility for their care. We will not be held responsible for damage, loss, or theft.

LOCKERS

At our school, students are assigned lockers. Students are expected to keep their personal belongings in their locker, clean it regularly, and make sure locker doors are locked.

Lockers are the property of the DSBN and are used by students with permission of the school. Students are advised that the school has the right to search lockers and remove locks, if necessary.

PREVALENT MEDICAL CONDITIONS

If you have a student with a prevalent medical condition (Anaphylaxis, Asthma, Diabetes, Epilepsy or others) we want to make sure we have a current Plan of Care to support your student.

All parents of students with prevalent medical conditions are asked to fill out the new Plan of Care and submit to the school. You can download the forms here: dsbn.org/prevalent-medical-conditions.

For more information, please contact the school.



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CONCUSSIONS

The DSBN has a concussion policy and procedures to support proper prevention, identification, management, and return to learn strategies. The DSBN engages in concussion education in a variety of ways, including recognizing Rowan's Law Day, commemorated on the last Wednesday in September to raise awareness about concussions.

If your student has sustained a suspected or actual concussion while not at school, please contact the school, to make sure they are aware.

FIRE DRILLS/EMERGENCY EVACUATIONS/ LOCKDOWNS

We're committed to maintaining our schools as safe places for all our students. To create and maintain a culture of safety, we practice both fire and lockdown procedures at several times during the school year. School staff work with students to ensure they understand these procedures and feel comfortable acting should the circumstances ever warrant.

ONTARIO CURRICULUM

Click here to view the curriculum for your subjects: <https://www.dsbni.org/elementary/curriculum>.

SPECIAL EDUCATION

Our Learning Resource Teacher supports are responsive to the strengths and needs of each student, ensuring a successful learning environment for all. Working together and collaborating with parents as a team to support our students is essential to achieving success. For more information, please contact your student's teacher.

INDIGENOUS SELF-ID:

The DSBN provides programs and measures to support all First Nations, Métis, and Inuit students. All First Nations, Métis, and Inuit students have the right to voluntarily self-identify so that they may receive supportive programming and instructional practices that better serve their learning needs. The first measure in recognizing this right is establishing self-identification procedures to identify, collect, and aggregate student achievement data for students.

Who Can Identify?

Any student of Indigenous ancestry, First Nations (Status, Non-Status), Métis, or Inuit can identify. This process is completely voluntary and confidential, and no proof of ancestry is needed.

How is the Data Collected?

Students can identify by filling in the student registration form or the student information update form any time during the school year.

What if I Do Not Wish to Participate?

Participation is completely voluntary. The self-identification will remain open to all who attend the DSBN. You can activate self-identification at any time by requesting a student registration form or self-identification postcard from the main office.

For further information email: Indigenous@dsbn.org or call the Indigenous Consultants at: 905-641-2929 K-8 ext. 52246, 9-12 ext. 52317, or visit <https://www.dsbni.org/indigenous-education/>

FIELD TRIPS/EXPERIENTIAL LEARNING

Field trips and experiential learning provide students with the opportunity to learn outside of their classroom. When planning these experiences, we consider curriculum connections, safety of students and accessibility for all. We will work together to address any barriers to your student's participation.



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USE OF TECHNOLOGY FOR LEARNING

To enhance the learning and empowerment of students, and maintain an effective and safe electronic learning environment, the DSBN requires that all students follow the rules and regulations set out by the Ministry of Education.

REPORT CARDS/CAREGIVER & TEACHER MEETINGS

There are three reporting periods: progress report (November), Term 1 report (February) and Term 2 report (June). After the progress report, caregivers can meet with their student's teacher.

MENTAL HEALTH & WELL-BEING SCHOOL SUPPORTS:

Mental health and well-being are an important factor in student success. Learning to form healthy relationships, maintain physical health, academic engagement, and educational achievement are all impacted by mental health and well-being.

Students' mental health and well-being is supported in many ways:

- Helping students feel safe and included
- Instilling a sense of belonging and connectedness
- Working with them to feel confident in their identity
- Both our Elementary and Secondary school students have access to Social Worker and Youth Counsellor supports

There may be times where the challenges of school and life lead students to feel overwhelmed. Every student has access to a comprehensive support system to help them succeed. It starts with anyone in the DSBN that students identify as a caring adult.

To learn more visit: <https://www.dsbni.org/well-being>

MENTAL HEALTH & WELL-BEING COMMUNITY SUPPORTS:

KIDS HELP PHONE

Kids Help Phone is always there for you. No matter what you want to talk about, they're there to listen. No judgment, totally private, 24/7.

- Call 1-800-668-6868
- Text CONNECT to 686868
- Live chat and explore resources at www.kidshelpphone.ca

ANXIETY CANADA YOUTH

You are not alone! Many teens experience difficulties with anxiety. There are lots of things that you can do to take charge of your anxiety for good.

- Visit www.youth.anxietycanada.com
- Download the MindShift CBT app

PATHSTONE MENTAL HEALTH

NEED HELP NOW? Call 1-800-263-4944

Youth up to age 17 may visit the Hear & Now Walk-in Clinic at:

- 1338 Fourth Ave. in St. Catharines
Open Mondays to Thursdays 9am - 7pm, Fridays 9am-4pm



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CANADIAN MENTAL HEALTH ASSOCIATION (CMHA) – NIAGARA BRANCH

If you're age 16 or older, you may visit the CMHA Adult Walk-In Clinic at:

- **1338 Fourth Ave. in St. Catharines, Open Tuesdays 11:30am-5:30pm**

LGBTQT2s+ YOUTH LINE

A confidential, safe, and judgment-free place to talk for lesbian, gay, bisexual, transgender, queer, or questioning youth.

- **Call 1-800-268-9688**
- **Text 647-694-4275**
- **Live chat and explore resources at www.youthline.ca**

TEENMENTALHEALTH.ORG

This website is designed to share information about teen mental health and provide resources that can help you understand your mental health and help those you care about.

- **Start by visiting www.teenmentalhealth.org/learn**