



Eileen Madson Primary School

Motto

Someplace Special

Mission

Eileen Madson Primary School provides quality learning opportunities through excellence in teaching within a safe, supportive and fun environment.

Vision

At Eileen Madson Primary School, students will enjoy learning, achieve success as learners, and view themselves as valued and contributing members of the school, community, and world.

Values

At Eileen Madson Primary School we recognize the uniqueness of primary-aged children and respond to their individual differences and learning needs.

We maintain a sense of community through shared responsibility, collaborative decision making, and communication and cooperation among students, parents, and all school personnel.

Individual growth and professional development is nurtured, recognized, and celebrated.

We strive to be safe, kind and responsible.

This agenda belongs to:

Name: _____

Teacher: _____

GENERAL INFORMATION

Our telephone number is: 250-342-9315

Office and Attendance Email:

rebecca.gray@sd6.bc.ca

Office Hours: 8:00 am to 3:30 pm

BELL SCHEDULE

Monday to Thursday

8:45	Get Ready Bell
8:50	Instruction Begins
10:20	Recess Begins
10:40	Recess Ends
12:10	Lunch Begins
12:58	Lunch Ends
3:07	Dismissal

Friday's and Early Dismissal Days

8:45	Get Ready Bell
8:50	Instruction Begins
10:20	Recess Begins
10:40	Recess Ends
1:04	Dismissal



Dates to Remember

September 3	First Day of School
September 4	First Day of School for Kindergarten
September 22	Non-Instructional Pro-D Day
September 30	National Indigenous day
October 13	Thanksgiving
October 15	Early Dismissal Day 1:07pm Parent/Teacher interviews
October 24	Non-Instructional Pro-D Day
November 11	Remembrance Day
December 19	Last Day of School before Winter Break
January 5, 2026	School Re-opens after Winter Break
January 26	Non-Instructional Pro-D Day
February 16	Family Day
February 17	Non-Instructional Pro-D Day
March 4	Early Dismissal Day 1:07pm Parent/Teacher conferences
March 13	Last Day of School before Spring Break Easter
March 30	School Re-opens after Spring Break
April 3	Good Friday
April 6	Easter Monday
April 20	Non-Instructional Pro-D Day
May 18	Victoria Day
June 24	Last day of school for students.



SCHOOL DISTRICT NO. 6 (Rocky Mountain)

620 - 4th Street, P.O. Box 430
Invermere, B.C. V0A 1K0

Corporate Board Office

P: (250) 342-9243

F: (250) 342-6966

2025-2026 SCHOOL CALENDAR

Note: NIDs may change as they are subject to agreement by RMTA

JULY

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Canada Day: Jul 1
Instructional Days: 0

AUGUST

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Civic Holiday - Aug 4
Instructional Days: 0

SEPTEMBER

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Labour Day: Sep 1; Admin Day: Sep 2; Back to School: Sep 3
Non-Instructional Day: Sep 22
NID Day for Truth and Reconciliation: Sep 30
Instructional Days: 18

OCTOBER

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Thanksgiving: Oct 13
Non-Instructional Day (PSA): Oct 24
Instructional Days: 21

NOVEMBER

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Remembrance Day: Nov 11
Instructional Days: 19

DECEMBER

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Christmas/Boxing Day - Dec 25&26
Winter Break: Dec 22 - Jan 5
Instructional Days: 15

JANUARY

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

New Year's Day: Jan 1; School Reopens: Jan 5
Non-Instructional Day: Jan 26
Instructional Days: 19

FEBRUARY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Non-Instructional Day: Feb 17
Family Day: Feb 16
Instructional Days: 18

MARCH

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Spring Break: Mar 16 - 27; School Reopens: Mar 30
Instructional Days: 12

APRIL

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Good Friday: April 3; Easter Monday: April 6
Non-Instructional Day (for Pro-D- RBA): Apr 20
Instructional Days: 19

MAY

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Victoria Day - May 18
Instructional Days: 20

JUNE

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Last Day of school for students: Jun 24
Non-Instructional Day: Jun 25
Administrative Day: Jun 26
Instructional days: 18

LEGEND:

Instructional Days

Non-Instructional Days

Statutory Holidays

Hours of Instruction Offered:

Kindergarten: 853

Grades 1-7: 878

Grades 8-12: 952

Days of Instruction: 179

Non-Instructional Days: 6

Ministry NID: 1 (June 25)

Admin Days: 2 (Sep 2 & Jun 26)

Parent Advisory Council (PAC)

When you have a child enrolled at EMP you become a member of the PAC. The PAC provides an avenue for parents to advise the school of any matters they find worthwhile. You as parents have important insights and understanding that can enhance decision making in the schools. We are not just a fundraising committee! PAC usually meets every third Tuesday of each month at 6:30pm.

Bus Information

To register your child on a bus route please register online or call School District No. 6 Transportation Department at 250-342-6814 or email Brian.Nickurak@sd6.bc.ca

If you are making changes to after school plans (**especially bus plans**) please call the school before 2:00 PM to ensure the message is passed on to your child.

Report Cards

There will be three formal learning updates and two informal learning updates issued during the school year. The formal learning updates will be issued in December, March, and end of June. These will consist of two parts - an outside cover and a written report. You will be required to sign the outside cover and return it, along with the envelope, to your child's teacher. There is also an area where you can respond with your comments. The inside report is yours to keep.

Please contact your child's classroom teacher if you have any questions regarding your child's progress

Lost and Found

Eileen Madson Primary School makes every effort to help students keep track of their belongings. However, many lost items accumulate each school year. **Please ensure to label all personal belongings.** All found articles are placed in the lost & found cupboard located in the front hall by the office.

Whenever you are in the school, stop by and have a look. Each year there are hundreds of articles that are not claimed. Any unclaimed items will be donated.

SAFETY INFORMATION

ALLERGY ALERT

We have students enrolled who have life-threatening allergies to nuts, peanuts and peanut products. As such, according to Board and Ministry of Education Policy, we are asking for your assistance in protecting the health of these students by not sending nuts, peanut butter or peanut products to school with your child. We understand that this will affect the eating habits of some students. However, a nut safe environment in the primary grades is the best way to try to ensure our children's safety.

There are staff members and students at EMP that have allergies or sensitivities towards different scents and fragrances. We ask that you kindly refrain from wearing perfume or strong smelling body sprays when visiting our school.

**Eileen Madson Primary
School is a Nut Aware and
Scent Free Zone**

Supervision

We work hard to provide a safe and secure environment for our students. To that end, the following is provided:

Morning Supervision 8:30 - 8:50 am

School staff members are on supervision.

Recess 10:20 - 10:40 am

School staff members are on supervision.

Noon 12:10 - 1:00 pm

Noon Hour Supervisors are employed for the lunch hour.

After School 3:08 - 3:25 pm

There is no after school supervision with the exception of the busses.

Note: The supervision period after school is only 15 minutes. Students who stay and play **must** be supervised by a parent or guardian.

For safety reasons, children who are waiting for a ride are asked to report to the office if their ride is late. Our Administrative Assistant is happy to help phone parents if needed.

Crossing Guard

To ensure that students cross the road safely, a crossing guard is employed for 30 minutes before and after school each day.

Evacuation Plan

We have procedures in place to ensure the safety of our students and staff for emergency situations such as a fire, lockdown or bomb threat. We practice evacuation and lockdown drills during the school year.

If the need to evacuate the building and school grounds is warranted, all students will be taken to DTSS (our safe school). No one is allowed to re-enter the building for any reason. Any personal items left in the school will remain until the school is authorized for re-entry. Parents will be contacted and students will be sent home.

Safe Arrival Program

In order to ensure the safety of our children, the school operates a Safe Arrival Program.

Each morning and afternoon we check on any children who are not present. **Please help us by phoning the school after 8:00 am**

(250-342-9315) or email

rebecca.gray@sds6.bc.ca if your child will be late or absent.

Sickness

If children are sick at school, parents will be notified. We do not have a sick room or staff to supervise such a facility. We ask parents not to send their children to school when they are sick. Germs are easily spread to other children and the staff.

Accidents

Parents are notified if their child has a serious accident while at school.

Office Check In

Please check in at the office each time you come in to the school and especially if you are removing your child from school.

Green School

EMP is proud of environmental practices. Our initiatives include:

- ☺ Recycling
- ☺ An idle free parking lot

Our students and staff are committed to limiting our carbon footprint and being responsible global citizens.

Parking Lots

The front parking lot is a serious safety concern. We need your cooperation to keep our students, your children, safe. Please use the sidewalks!

Please use the following guidelines:

- To facilitate safety for students and the community, when dropping off or picking up students, please make sure to put your vehicle in park. Please be mindful to not park in the bussing zone. We are aware of the limited number of parking spaces. Parking spaces are also available at the back of the school. However, it is not on school property and, therefore, not supervised. Parking along 15th Avenue is also an option.
- Please keep designated handicapped parking spaces available in the morning and after school. We do have parents dropping off and picking up students who require these spots.

- Please advise grandparents, aunts, uncles, friends that are picking your child up after school of our parking lot safety rules.

Back Parking Lot

Please note that this parking lot is not supervised. Please use at your own risk. Please do not let children walk behind parked cars.

Drive carefully and please model safety by always using the sidewalks or walking path along the edges of the parking lots.

SUPPORT SERVICES

School Based Support

Literacy Support:

Literacy Support is designed to provide support to students who need a little bit extra.

Education Assistants:

Education Assistants (EAs) are employed to work with students who need more classroom support. EAs may offer assistance to any students who need help. They work 1-on-1 and with small groups on a regular basis.

Eileen Madson Primary Code of Conduct

At Eileen Madson Primary School, we focus on keeping all students safe and helping them to grow up to be kind responsible citizens.

At Eileen Madson Primary School we promote a climate of understanding and mutual respect where all students are equal in dignity and rights and free from discrimination. Our goal is to be a school where students are free from harm, where clear expectations of acceptable behavior are held and met, and where all students feel they belong. In accordance with the BC Human Rights Code, discrimination on any of the following grounds is prohibited:

- Race
- Colour
- Ancestry
- Place of origin
- Religion
- Marital status
- Family status
- Physical or mental disability
- Sex
- Sexual orientation
- Gender identity or expression
- Age

We have adopted the philosophies of “Bucket Filling” and the “Three Pillars” as tools to reinforce the idea that the words we use and the choices we make have a direct influence on others and we integrate this philosophy into all aspects of social responsibility. Students are expected to conduct themselves in an

appropriate manner at school, while going to and from school, and while attending any school function at any location. They are ambassadors of our school.

At Eileen Madson Primary school we expect all members of our school community to:

1. Take care of yourself
 - Give your best in all you do.
 - Attend school daily and on time.
 - Make healthy choices.
2. Take care of others
 - Value all people.
 - Be kind and polite to all.
 - Follow classroom and school rules.
3. Take care of this place
 - Take care of your property.
 - Take care of others' property.
 - Take care of school and public property.
4. Take care of our world
 - Recycle.
 - Don't waste.
 - Shine - be a positive person.



Examples of Unacceptable Behaviours include (these are examples only and not an all-inclusive list):

1. Unkind Behaviour

- Hurtful or rude words
- Excluding others for any reason
- Discrimination contrary to the BC Human Rights Code

2. Unsafe Behaviour

- Using your body to hurt others hitting, pulling, kicking, etc. (violent actions)
- Playing dangerously
- Running inside

3. Irresponsible Behaviour

- Littering
- Disruptive noises
- Swearing
- Cheating or lying, unfair play

Consequences of Unacceptable Conduct

Where appropriate, consequences for unacceptable conduct should involve restitution. Restitution is an approach to discipline that is based on the recognition that young people will make mistakes. By focusing on how a young person can correct a mistake, rather than on punishment, this approach emphasizes positive solutions to problems and enhances student responsibility and self-discipline. Student special needs will be taken into consideration when disciplinary consequences are required. Students may be asked to complete a “think paper” which will be sent home for parents to sign and return.

On those occasions when restitution efforts fail to result in a student complying with the expected conduct standards, disciplinary action will recognize and follow these principle:

Misconduct will be dealt with on an individual basis.

- Each case of misconduct shall be dealt with as quickly as possible.
- As students become older, expectations become higher and consequences become greater.
- Disciplinary consequences will be progressive in nature.
- When appropriate, parents/guardians shall be involved.
- Severe, group or retaliatory behaviour will warrant stronger consequences.
- Chronic misbehaviours: consequences will increase depending on the severity and frequency of the misconduct.

When students require intervention regarding their conduct, the school will ensure that:

- Appropriate interventions are in place.
- Planning is undertaken to prevent further incidents of a similar nature.

If you have any questions or comments about our Code of Conduct, please do not hesitate to contact the school.

We are Bucket Fillers

