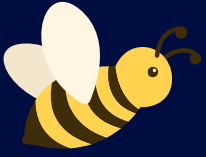


Osborne Public School



Student/Family Handbook 2026–2027

Welcome to Osborne School!

Dear Osborne Students and Families,

On behalf of the staff and students of Osborne School, we are delighted to welcome you to a new school year! I am excited to begin my first year as Principal of Osborne Public School and, most of all, to become part of a school community known for their motto of “**Small School, Big Heart.**” I look forward to experiencing the warmth, strong relationships, community connections, and commitment to the success of every child that make Osborne such a special place.

This handbook is intended to be a helpful resource for families, providing important information about Osborne School, as well as the programs, services, and supports available to our students. We value open and ongoing communication with families and will share information through Edsby, newsletters, Facebook, and parent-teacher interviews. Our school office is also always available by phone to answer questions, provide support, or help connect you with the right person.

Regular attendance is an important part of a student's success. Being at school each day helps children build strong relationships, feel connected to their classmates and teachers, engage in their learning, and contribute to a positive school community. We ask families to please notify the school when their child will be absent. For student safety, the school will continue to contact families when a student is absent and we have not received notification.

We also encourage families to be an active part of the Osborne community. Whether attending school celebrations and special events, volunteering, sharing your talents, or participating in our School Community Council, your involvement helps make Osborne a welcoming, connected, and caring place for all students and families.

As I begin this new journey at Osborne, one of the things I am most looking forward to is getting to know our students and their families. Every child brings their own strengths, interests, experiences, and dreams to our school, and I believe that taking the time to build meaningful relationships is at the heart of a strong school community. I look forward to learning about what makes each of our students unique and working alongside families to help every child feel valued, supported, and successful.

We look forward to getting to know you and your children and to working together to make the 2026–2027 school year a wonderful one.

Mrs. Sandy Morley, Principal
Osborne Public School

School Information

Address:

Osborne School
RR2, Site 10, Box 48
Prince Albert, SK S6V 5P9

Phone:

(306) 922-8078

Osborne Staff:

Sandy Morley - Principal
Caylee Guidinger - Secretary
Teresa Miller - Grades K + 1
Heather Mackie - Grade 2, 3 + 4
Breane Forrest - Grades 5 + 6
Eric Knutson - Grade 7 + 8 + Phys.Ed
Sandy Morley - Inclusive Education/DC Coach
Tanya Magnin - Ed. Associate
Rose Paul - Ed. Associate
Celeste Fortier - Social Worker (currently on leave)
Marvin Armado - School Caretaker

Mission Statement:

Saskatchewan Rivers Public School Division #119 shall provide the best possible education for each child through its commitment to achieving excellence for every learner.

The mission of Osborne School is to create a warm, caring environment that actively develops excellence, acceptance, responsibility, and lifelong learning. This caring environment promotes the virtues of fairness, empathy, respect, cooperation, and friendship.

We believe that:

 All children are unique and worthy of the best opportunities that can be provided.

 All children deserve respect and the opportunity to develop a positive self-image.

 All children should develop a sense of personal and social responsibility.

 Hard work and individual effort are key factors for ensuring success.

 Virtue and ethics are necessities for ensuring the rights of others.

 Education is the shared responsibility of the individual, the home, the school, and the community.

Daily Schedule

Our typical school day is structured to provide a balance of learning, breaks, and activities:

- **8:35am - Student Supervision Begins**

- **8:50am - Entrance Bell**
- 8:50AM - Period 1 begins
- 9:43AM - Period 2 begins
- **10:36 AM - Morning Recess**
- 10:51am - Period 3 begins
- **11:44AM - Lunch Recess begins**
- **12:09PM - Lunch Time!**
- 12:34PM - Period 4 begins
- 1:26PM - Period 5 begins
- **2:18 PM: Afternoon Recess**
- 2:33pm - Period 6 begins
- **3:26pm - End of day dismissal**

Regular attendance and punctuality are crucial for academic success. We expect students to arrive at school on time, ready to learn. If a student must be absent, parents/guardians are required to notify the school office as soon as possible. Please refer to our detailed attendance policy on the school website for further information.

Promptness is key, just like a bee to its hive! 

Registration

At the start of each year or when a student first begins attending at Osborne School, we request that a registration form be completed in full for each student.

Activity Fees

The activity fees for all students from grade 1 to 8 are \$30.00 per student, and \$15.00 for kindergarten. The monies collected through these fees may be used for enhancing the education of all the students through field trips, class excursions, special speakers and presenters visiting the school.

Communication

Open and effective communication between home and school is vital. We utilize the following methods to keep you informed:

- **Notes Sent Home:** Please watch for various notes coming home from the classroom teacher/school admin
- **School Website:** For announcements, newsletters, and resources - <https://os.srsd119.ca>
- **Phone Calls:** For urgent matters or direct communication with staff.
- **Parent-Teacher Conferences:** Scheduled throughout the year.
- **School Newsletter:** A monthly newsletter will be posted including a calendar showing school days, upcoming holidays, special events, student recognition, and other school-related information.

Please ensure your contact information is up-to-date with the school office.

Communication is very important for student success. Parents, students, and community members are encouraged to contact the school at any time with concerns.

The first step in addressing a concern is to discuss the issue with the classroom teacher. If further communication is necessary, parents are then asked to contact the school principal.

Attendance

Regular attendance at school is very important. Osborne School has implemented a phone-in policy when children are absent from school. This policy helps ensure that children arrive safely at school.

Students who

Attend School Regularly

are more engaged in learning, have a greater sense of belonging in their community, and are more likely to graduate.



**Attendance
Gateway to Excellence**

If your child is going to be absent, please contact the school via Edsby or phone to inform us of their absence. If you do not excuse your child, you will receive a message regarding their absence.

Academic Programs

All assessment and evaluation of student achievement will be based on the outcomes of the provincial curriculum. These outcomes describe specific knowledge, skills, and understandings that

students are expected to reach by the end of a particular grade level and will be graded using a four point scale.

Level 4 – Exemplary - Indicates an insightful understanding of the curricular outcomes. Students at this level can apply and transfer knowledge to novel situations.

Level 3 – Meeting - Indicates a well-developed understanding of the curricular outcomes. Students at this level are competent with the skills and knowledge identified in the outcome and are on par with curriculum expectations.

Level 2 – Approaching - Indicates a basic understanding. Students at this level demonstrate inconsistent understanding of the stated outcomes.

Level 1 – Beginning - Indicates partial understanding. Students at this level have limited success with the stated outcome even with support.

Factors Affecting Student Achievement (lifelong learning, sense of self, engaged citizen, and work habits) are assessed separately and are not reflected in the outcome marks.

IMPORTANT: Please check your child(ren)'s progress via Edsby throughout the school year.



[Edsby Link:](#) will show you how to access your account

School Goal

By June of 2027, 100% of Osborne Students will be meeting or achieving exemplary standards, OR an individual goal in numeracy.

Progress Conferences + Report Cards

Parent/Teacher Conferences are held on **November 5** and **March 11**. Appointments will be pre-booked using an online scheduling system on Edsby.

Report cards are sent home at the end of each of 2 reporting periods: September to January; February to June.

- **Term 1 report cards** will be sent home on **January 22**.
- **Term 2 report cards** will be sent home on the last day of school on **June 23**.

Educational Support

The educational support program is designed to meet the needs of students experiencing learning difficulties. Upon referral by a teacher or parent, abilities, achievement, or other tests may be administered.

If needed, an **IIP, or Individual Intervention Plan**, is developed and carried out by qualified personnel in consultation with parents/guardians.

Cell Phone Policy

In the summer of 2024, the Saskatchewan government instituted a cellphone/personal device ban in all K–12 classrooms during instructional time. The rationale for this decision is rooted in providing an instructional climate free from distractions caused by cellphones vibrating, ringing, or disrupting student focus.

To support student learning and positive connections at school, personal electronic devices such as cell phones, smart watches, tablets, and personal gaming devices are not to be used during the school day. **Cell phones should remain on silent and stored in a student's backpack or locker for the entire school day.** If students need to contact a parent, they may use the school phone, and parents are asked to contact the school if they need to reach their child during the day.

If a student is found using a device during the school day, the following steps will be taken:

- **First violation:** The device will be collected and returned to the student at the end of the school day.
- **Second violation:** The device will be collected and returned at the end of the school day, and parents/guardians will be notified.
- **Third violation:** The device will be collected and held by the Principal. A parent/guardian will be contacted to arrange for the device to be picked up.

School Community Council

Osborne School has a vibrant School Community Council. This council is a strengthening link between parents and school staff. All parents are encouraged to attend meetings and participate in activities and programs as determined by the group.

Past activities have included:

- Harvest Dinner
- Halloween Dance
- Pumpkin Carving
- Rink Project
- Skate Nights
- Family Fun Night
- Year-end BBQ

We always welcome volunteers. Being involved in our school community benefits everyone. Staff appreciate support from parents and it makes our school a great place to be!

Library

Osborne School has a library full of books for learning and enjoyment, along with an excellent reference section for student research. The library is well stocked with both fiction and non-fiction books.

Students are given the opportunity to use the library and sign out books. Library books are required to be returned by the due date.

Osborne School was fortunate to receive a **\$20,000 Indigo grant**. Thanks to Mrs. Guidinger for this exciting support for the school library!

Technology Use

Technology is an integral part of learning at Osborne School. Students are expected to use school-provided devices and network resources responsibly and ethically. Personal devices may be permitted under specific guidelines. All technology use must align with our Code of Conduct and safety policies. Misuse of technology may result in disciplinary action.

Code of Conduct

Osborne School is committed to providing a safe, respectful, and positive learning environment for all. Our Code of Conduct outlines the expected behaviour of students, staff, and visitors and is guided by our core values of **Respect, Responsibility, Kindness, Perseverance, and Integrity**. Everyone is expected to treat others with dignity and politeness, follow staff directions, contribute positively to the school community, and treat individual and school property with respect and care at all times.

Dress Code

It is of great importance that the students are dressed appropriately for the weather. We do allow the students to come into the entrances if and when the weather is extreme.

Dress: All students are asked to dress in a manner that is respectful of themselves and others. Hats/Caps are not to be worn in the school. Exceptions are made for special circumstances.

Footwear: One pair of running shoes for indoor wear, which includes physical education, is required. The indoor shoes must have non-marking soles. Outdoor footwear will be left in the assigned boot areas upon entrance to the school.

School Pictures

Genelle Amber Studios has been booked and will be at the school on September 22 - all children will be photographed. Parents will be given the opportunity to purchase the picture package that best suits their family. Retakes will be held again on October 27 for those wishing to have retakes done.

Lunch Supervision and Programs

All students will go outside from 11:45am to 12:10pm, at 12:10 the bell will ring and the students will come in, be seated, and have their lunch. At 12:34pm, the bell will ring, indicating the beginning of period 5 class. Our staff supervises students over the lunch break. A quiet visiting voice is required of the students while they are eating lunch. Our students are expected to behave in a responsible manner and treat the supervisors respectfully at all times.

Allergy Awareness

We do have **at least one student with a severe nut allergy** enrolled at Osborne.

All Saskatchewan Rivers Public Schools strive to maintain nut-alert environments for the safety and well-being of all students, staff and visitors.

- We ask that everyone please check food labels to ensure that nut products are not listed as an ingredient when shopping for school food items.

- Please send nut-free snacks and lunches to school.
- Cross-contamination is a common cause of anaphylactic reactions. Foods that have come in contact with nut products or contaminated utensils can also trigger allergic reactions.
- Check packaging labels for peanut/nut ingredients. If a product has “may contain trace amounts of peanuts or nuts” this is NOT safe to bring to school. As students and staff visit other buildings, for a variety of events, all schools try to keep everyone safe.

Our School Division hopes to establish and maintain, but cannot guarantee: schools, school environments and buses free of peanuts and nut products. Thank you for your cooperation with this very important safety matter.

Milk Program

Our milk program was quite successful and will be continued. Milk and Chocolate Milk will be sold by card or \$1.50 each. The cards will be sold for \$12.50 and will provide for 10 drinks. Cards can be purchased from the office.

Student Transportation – Conduct on Buses

- **If you are new to Osborne, please see our [Sask Rivers website](#) for transportation registration. All students must be registered in order to ride the bus.**
- Every bus student is expected to act in a responsible manner to help ensure the safety of all. Students are to board and get off the bus quietly and in an orderly fashion.
- While on the bus, students are expected to conduct themselves in a quiet and courteous manner. Unless permission is granted by the bus driver, students are required to remain in their seats at all times.
- Students are asked to take care of their own garbage.
- Every bus student is accountable to the bus driver for conduct on the school bus and in the area of bus pick-up and drop-off points.
- Each bus driver has the authority and responsibility to maintain a safe and orderly environment on the school bus in a manner similar to that of a classroom.
- If a student's conduct is unacceptable on the bus, the driver has the right to refuse service for the following morning. Contact with parents shall be made beforehand in this situation.
- Misbehaviour on the bus can result in the suspension of bus privileges for a period of days.
- In general, Osborne students are courteous and respectful to bus drivers. Our drivers have a good relationship with their passengers, and mutual respect is very important.

Inclement Weather/Hazardous Road Conditions

On occasion, weather conditions and/or road conditions may be unsafe for travel. The Board of Education authorizes cancellation of classes and bus operations when the temperature is at or below **-40°C**, or when the temperature is at or below **-35°C** and the wind chill temperature is at or below **-45°C**.

Bus runs may also be cancelled if severe storms or road conditions make travel dangerous.

Bus run cancellations will be determined by the supervisor of transportation, but individual bus drivers have the authority to cancel their own run should local conditions warrant.

Morning bus cancellations will be shared through:

- **CKBI**
- **CJVR**
- SRPSD website: **www.srsd119.ca**
- SRPSD Bus Remind

Noon cancellations will be announced through:

- **CKBI**
- **CJVR**
- SRPSD Bus Remind
- SRPSD website, once the decision is finalized

During inclement weather, staff, students, and parents are asked to take extra precautions with communication, proper clothing, and cooperation to help ensure student safety.

Injuries/Accidents While at School

All accidents involving personal injury shall be reported to the Principal immediately. Parents will be notified in the case of accidents that result in injury and/or require a doctor's care.

Contact Information

We encourage you to reach out to us with any questions or concerns throughout the school year.

Osborne School

Prince Albert, Saskatchewan

Phone: (306) 922-8078

Email: office@osborneschool.ca

Website: www.osborneschool.ca

We kindly request that parents/guardians read this handbook carefully and discuss its contents with their child(ren). Your cooperation is greatly appreciated.