



# RMS Handbook

**Riverview Middle School**  
**45 Devere Road**  
**Riverview, NB, E1B 2M4**  
**(506) 856-3449**

[www.rms.nbed.nb.ca](http://www.rms.nbed.nb.ca)  
[www.asd-e.nbed.nb.ca](http://www.asd-e.nbed.nb.ca)

RMS Schedule	
Homeroom Anthem & Announcements	8:08 – 8:15
Student Engagement Time/ Social Emotional Learning	8:15-8:45
Block 1 8:45- 10:15	8:45-9:30
	9:30- 10:15
Break	10:15-10:25
Block 2 10:25-11:55	10:25- 11:10
	11:10- 11:55
Lunch	11:55-12:55
Homeroom	12:55-1:05
Block 3 1:05-2:35	1:05-1:50
	1:50-2:35
Homeroom until dismissal	2:35

### RMS Supervision Times

Bus Students - 7:45-8:08 am

Drop Off and Walkers - 7:50 - 8:08 am

### Dismissal

2:35 – 3:00 pm

### Lunch Rotation

Time	Grade 6	Grade 7	Grade 8
11:55-12:15	Eating time	Soccer field	Bus Pad
12:15-12:35	Bus Pad	Eating time	Soccer field
12:35-12:55	Soccer field	Bus Pad	Eating time

# Riverview Middle School

## Mission (why we exist)

Riverview Middle School is committed to preparing all students to be future learners.

## Vision (our dream)

RESPECT, PRIDE, SUCCES

### RMS Code of Conduct

At RMS, the expectation is that the school community follow the RMS Code of Conduct while on school campus. The Code of Conduct can be found on the school website.

### ALLERGIES

Some staff and students have severe allergies. **Students must not wear or bring scented products and students must not bring any products containing nuts.**

### ATTENDANCE – Safe Arrival/School Messenger/School Attendance

School attendance is mandatory for K-8 schools. With the Safe Arrival system, you can report your child's absence in advance whenever possible. Safe Arrival is an absence management system that improves student safety and makes it easy for you to let the school know about your child's absence.

Information may be obtained on the district website [www.asd-e.nbed.nb.ca](http://www.asd-e.nbed.nb.ca)

### CLOSED CAMPUS

RMS is a closed campus, so students are not permitted to leave unless they are signed out in the office and picked up by their parent/guardian.

### BUSSES

Students are expected to maintain the same standard of behavior on the bus as is required at school. Students may only be transported on the bus to which they are assigned by the District Transportation Office. Students who leave the school property are not eligible for their bus on that day. Transportation information may be obtained on the district website [www.asd-e.nbed.nb.ca](http://www.asd-e.nbed.nb.ca)  
Supervision for bussing students begins at 7:45 am.

### SCHOOL BUS (BASIC RULES)

- Obey the driver

- Respect others
- Remain seated
- Keep aisle clear
- Talk quietly

### FIRE DRILL/CRISIS REPOSE

Throughout the school year, fire drills and crisis response training will be held. When a drill occurs, each student must:

1. Know the proper exit from any part of the building. Each room will have this information posted.
2. If the fire alarm should ring when classes are not in session (i.e., during lunch), leave the building via the nearest exit and proceed outside to the designated area for your homeroom class.
3. Walk in a quiet, orderly manner.
4. Stay with your teacher.
5. Exit the building and stay out until instructed to return.
6. Refrain from talking at all times.

Practice lock-down and evacuation drills are held to prepare students to respond appropriately in the event of a crisis. RMS evacuation site is the Chocolate River Station.

### DRUGS, ALCOHOL, AND WEAPONS

Any student possessing or using drugs, alcohol, or weapons at school or at school sponsored functions will be dealt with according to District Policy. This will involve notification of the parents, and/or police, and a suspension.

### LOCKER AND PERSONAL SEARCHES

In the event it is required, RMS [Policy 337 LOCKER AND PERSONAL SEARCHES \(nbed.ca\)](http://www.nbed.ca)

### FEES/FORMS TO BE SIGNED

\$20.00 – TAFE (Technology & Fine Arts - Art, Tech, Music)  
\$15.00 – Lock for Gr 6 only (use for the 3 years at RMS)  
\$5.00 – Replacement cost for a lost lock  
Sports Fee – Dependent on Sport

Financial hardship is always considered, and a payment plan can be arranged if desired.

Payment is available online at:

<https://district2.schoolcashionline.com/> or from the school website.

### Why Use School Cash Online?

- **Convenient** - Make secure payments 24/7 from the comfort of your home
- **Easy to Use** - Online shopping with various payment methods

- **Safe** - Your child will not be carrying cash or checks to and from school
- **Saves Time** - Manage your school expenses and view payment history in one place

**Saves Paper** – Forms filled in online

**FOOD OR DRINK NOT ALLOWED:**

- Any food containing nuts
- Microwaves are not available

**GUIDANCE**

The online guidance referral form can be accessed from the RMS website.

**INFORMATION & COMMUNICATION**

**TECHNOLOGY (ICT) DEVICES**

- Cell phones/ handheld devices and earbuds **will not be permitted** at Riverview Middle School. This also includes the use of personal gaming systems.

Picture/Video Taking:

- NO video or pictures allowed to be taken at school or on busses or any school activity.

**Lost items are not replaced by the school. They are the responsibility of the student.**

**LOCKERS/LOCKS**

All students are assigned a locker and a school lock to use for all three years at RMS. New locks cost \$15.00 for the 3 years use. Replacement locks are \$5.00 each. Only locks provided by RMS are permitted on school lockers.

**LIBRARY**

Open every day from 8:40am to 2:35pm except on Friday.

**PARENT COMMUNICATIONS**

Communication to parents may be done in many forms:

- \* School Website: <http://rms.nbed.nb.ca>
- \* School Messenger
- \* Social Media (Twitter, Facebook)
- \* Email
- \* Direct teacher contact

**PHYSICAL EDUCATION**

Physical Education is a required subject for everyone at RMS. All students are required to be on time, changed into proper gym attire, and take part in every class.

**Most of the P.E. mark will be based on the student's participation and effort in each class.**

**REPORT CARDS**

Issued 3 times per year.

**SCHOOL CULTURE**

At Riverview Middle School we foster a culture of integrity, respect and courteous. One of the ways we demonstrate our school culture is in the way we speak and dress. When at school, students and staff are expected to be: mindful of the positive school image we wish to project, considerate of others and appreciative of the school as a place of learning and work.

- Please do not wear clothing with slogans or images referencing drugs, alcohol, or material that may be considered inappropriate or offensive.
- Please refrain from using profanity.
- Please be polite and treat others with respect.
- Please do not make comments that are derogatory, suggest intolerance or are harmful to a person's social-emotional wellbeing.
- Please adhere to the RMS School Code of Conduct.

**SET (Student Engagement Time)**

A variety of options will be provided to students within their areas of interest.

**SEL (Social Emotional Learning Time)**

A variety of options will be provided to the students in their homeroom so students and staff can focus on the well-being of students and build important relationships.

**PBIS (Positive Behavioral Interventions and Supports)**

At Riverview Middles we have adopted a Positive Behavioral Interventions and Supports (PBIS) approach for supporting *students'* behavioral, academic, social, emotional, and mental health. A PBIS approach is proven to improve the social emotional competence, academic success, and school climate. It also improves teacher health and wellbeing. It is a way to create positive, predictable, equitable and safe learning environments where everyone thrives. It is our ongoing commitment to positively supporting students, educators, and families.

## **POSITIVE LEARNING ENVIRONMENT**

At Riverview Middle School, we strive to be an inclusive school community in which all students and staff feel they belong, are valued, are treated with dignity, can be well, are safe and care for, and can be successful in their learning and work. We appreciate the diversity of our community and the value of our collective and individual strengths, ideas, and perspectives as they help foster a positive school community and learn to contribute to a productive, just, and democratic society.

The RMS community is valued for who they are, no matter their race, national or ethnic origin, colour, religion, age, sex, sexual orientation, gender identity or expression, marital status, family status, genetic characteristics, or disability.

All students and staff have the right to be free from harassment, discrimination, and violence and to be treated fairly, equitably and with dignity. Behaviors that infringe on the rights of others will not be tolerated.

### **STUDENT DROP OFF (7:45 – 8:08 am)**

Supervision for walking students and for student drop-off begins at 7:45 am.

Student Drop Off is located off Pine Glen Road. This was created to have a safe area for parents to drop off their child at school. **There is NO student drop-off on Devere Rd or Cleveland Ave.**

### **STUDENT PLACEMENT**

A great deal of time, effort and thought goes into the process of student placement each school year at Riverview Middle School.

Careful consideration is given with input from all staff based on each student's learning style and needs. Classrooms have been balanced academically and socially. Our class lists are structured to provide equitable class sizes at each grade level. Moving students is difficult without causing imbalances and inequities.

We encourage parents and guardians to be a positive role model for your child when discussing student placement and help them understand that it is not possible to place all students with a preferred friend or teacher. Our staff work hard to make school a positive experience for students. It is important to recognize that it can take a few weeks for a child to adjust to a new grade, peer group and teachers. The staff at RMS is eagerly looking forward to fostering your child's learning both academically and socially.

### **VISITORS/VOLUNTEERS**

All visitors are to report to the office to sign-in and receive a visitor badge. Please park in designated areas, and refrain

from blocking the bus loading zone.

Disability parking is available at the side parking lot of the main entrance of the school and at the theatre parking area.

If you are interested in volunteering at the school or in the district, please following the link below: [Volunteer with us! | Anglophone East School District \(nbed.ca\)](http://www.asd-e.nbed.ca)

#### **District Website:**

<http://www.asd-e.nbed.nb.ca>

#### **Riverview Middle School Website:**

<http://rms.nbed>