



FAMILY HANDBOOK

École 100 Mile Elementary



Welcome to École 100 Mile Elementary School. At École 100 Mile , we pride ourselves on providing a safe and inclusive place for students to learn and grow as a community. We strive to further our learning as educators and take pride in the effort put forward to learn from experts in the field whether that be other educators or you the families. Without the commitment of our families, and the willingness of parents and caregivers to join us in the education process, our jobs could not be done. Parents and Caregivers are encouraged to review these pages thoroughly and to discuss the content with their children. If you have any questions, please do not hesitate to call the school or come in for clarification. École 100 Mile also maintains a website, which can be viewed by entering through the Cariboo Chilcotin School District site or by following this [direct link](#)



250-395-2258

97 Birch Ave, 100 Mile Hourse



ABOUT OUR SCHOOL



Our mission is to create a safe, caring, and inclusive learning community where every child feels a true sense of belonging, is encouraged to achieve personal mastery, develops independence through responsibility and choice, and learns to live generously. Guided by the Circle of Courage, we nurture the whole child—socially, emotionally, and academically—so that each learner can say: “I am loved, I can succeed, I have the power to make decisions, and I have a purpose in life.”

Vision - We envision a vibrant school community— our Wolf Pack—where students, staff, and families walk together in respect, resilience, and kindness. We aspire to be a place where every child’s strengths are celebrated, where diversity is honoured, and where learning extends beyond the classroom to foster confident, capable, and compassionate citizens who will contribute positively to the world.

CORE VALUES



Belonging - We honour relationships of trust, inclusion, and respect.

Mastery - We cultivate growth mindsets, celebrate effort and progress, and take pride in learning and achievement.

Independence - we encourage responsibility, self-awareness, and the courage to make positive choices.

Generosity - We foster kindness, cooperation, environmental stewardship, and the courage to stand up for what is right.

Respect, Accountability, Inclusivity and Welcoming Spirit - We hold ourselves to high standards of conduct, ensuring dignity and fairness for all.





STAFF

Office Staff:

Jackie Plant (Ms. Hunt)	Principal
Alison Klassen	Vice Principal
Sibylle Vogel	Secretary
Leila Emery	Secretary

French Immersion:

Jillian Hamm	K/1
Gilles Assigbe	1/2
Tristan Feissli	3/4
Joel Plante	5/6
Gabrielle Hamm	6/7

Teaching Staff:

Nika Lindberg	K/1
Shelly Joyner	K/1
Cindy Craig	½
Danielle Tosey	3/4
Emma Raine	4
Kate McClusky	5
Amy Simcox	5/6
Samantha Loewen	6/7
Ayisha Fatima	6/7
Stacey Jones	Learning Support
Carolyn Cushing	Learning Support
Kristi Pecor	Teacher Librarian

Support Staff:

Lisa Crompton	Educational Assistant
Sharon Knox	Educational Assistant
Angela Pelechaty	Educational Assistant
Krista Weiduwilt	Educational Assistant
Summer Desaulniers	Educational Assistant
Penny Reid	Indigenous Support Worker
Kira Thomas	Youth Engagement Worker
Elke Baechmann	Strongstart Coordinator
Anna Bramslavel	Custodian
Ricky Churner	Custodian

BELL SCHEDULE



8:55 Walking Bell

9:00 Instruction Begins

10:45 – 11:00 Recess

12:15 – 1:15 Lunch

3:10 End of Day

ATTENDANCE



From kindergarten onward, regular attendance is essential for academic and social growth. We hold high expectations and know that being at school every day strongly impacts future success. Research shows that missing just 10% of the year (about 18 days) puts students at risk of falling behind and losing social connections. We are committed to supporting families with attendance and understand mornings can be challenging—please let us know how we can help.

Students who arrive late **MUST SIGN IN** at the office before going to their classroom. Students who need to leave during school hours **MUST SIGN OUT** at the office and sign back in if they return later the same day.



We have a “Safe Arrival” program. We will continue to use the School Messenger safe arrival program/app. It is a downloadable and free app in the Apple or Google Play store. If a child is going to be absent or late, families can also call: 1-833-582-6944 and follow the prompts. We ask that families do not call the school to report an absence.

SEVEN SCARED TEACHINGS

At our school, we use the Seven Grandfather Teachings as a guide for how we learn, play, and grow together. These teachings remind us that our behaviour matters—not only for ourselves, but for our classmates, teachers, and community. Living by these teachings is also a good way to feel connected and be an important part of the École 100 Mile school community.

Wisdom – We make good choices and use what we have learned to help others.

Love – We show kindness and care for ourselves, our friends, and our school.

Respect – We listen, take turns, and treat people and our environment with care.

Bravery – We try new things, stand up for what is right, and ask for help when we need it.

Honesty – We tell the truth, take responsibility for our actions, and act with fairness.

Humility – We remember that everyone has strengths and that we can learn from each other.

Truth – We live these teachings every day, even when it is difficult.



Students who show these teachings through their behaviour—helping a friend, showing courage, treating others with respect, or demonstrating honesty—will be recognized. Recognition can be as simple as a kind word, a note home, or a certificate at assembly. By living these teachings, students help make École 100 Mile a safe, welcoming place where everyone belongs

MEAL PROGRAMS

Eating nutritious food throughout the day is an important part of learning – food fuels our brains, and we are dedicated to supporting that. We are fortunate to run a great breakfast program for students arriving at school without having had breakfast at home, or for those who have had an early start and long bus ride. Through generous funding and volunteer support, we also provide nutritious snacks and lunches for families who need them.

École 100 Mile Elementary is committed to supporting all families. If your family is experiencing challenges, we are able to provide free lunches upon request. Please reach out to the office in confidence if you would like this support.

Our school also offers Hot Lunch once or twice a week starting in October. Ordering will be done online through www.munchalunch.com. Costs per lunch are intentionally kept low to make them accessible to most families.

Personal Belongings

We ask that parents and caregivers please help us in keeping student personal belongings at home. Toys, cards, games, and special trinkets should not be coming to school. Our classrooms are busy, and these often distract students from learning, and lead to disagreements amongst students. We are also not responsible for lost, broken, or misplaced items, which is inevitable in a large group setting. Students who bring personal belongings to school will be asked to keep them in their backpacks. If this becomes an issue, the teacher will ask students to leave their items on the teacher's desk to be claimed at the end of the day.



Learning Updates

Learning Updates happen 5 times a year for elementary students: 2 informal reports, which usually occur in the form of learning conferences at the school, and 3 formal written learning updates. Teachers will also be in regular communication with parents and caregivers if there are academic or behaviour concerns. As always, you are always welcome to ask teachers for updates throughout the year as well.



LOST AND FOUND

Lost and Found Items: Please make sure student belongings (particularly jackets, sweaters or 'hoodies', pencil boxes, binder, etc.) are labeled with the student's name so they can be returned to them if found lying around the school. Items found, if not clearly labeled to allow us to identify the owner, are placed in our "Lost and Found" area, just inside the main entrance. Please check this area regularly for missing belongs. Smaller items (watches, rings, etc.) are kept in the secretary's desk until identified by a student. While the school staff will make every effort to help students find lost items the school can be in no way responsible for any losses.

The Importance of Learning from Home



At École 100 Mile Elementary, we believe that learning doesn't end when the school day does –it continues at home. Families play a vital role in helping children grow as learners, and small daily habits can make a big difference.

Reading at Home

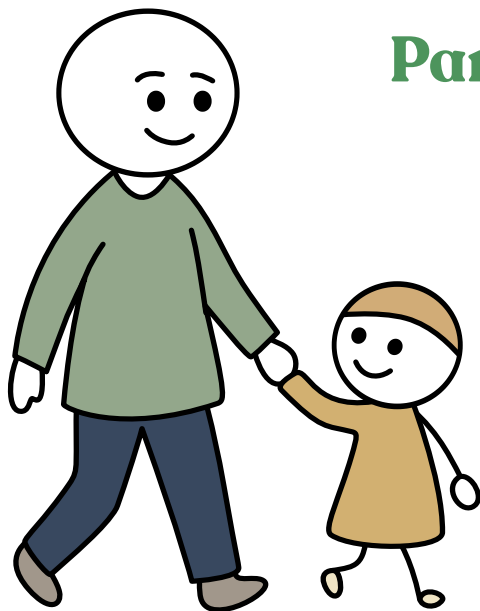
Taking time to read with your child every day builds vocabulary, strengthens comprehension, and develops a lifelong love of books. Whether your child is being read to, reading aloud, or enjoying a quiet moment with a book, these experiences support both academic success and imagination.

Conversations About School

Talking with your child about their school day shows them that you value their learning. Ask questions about what they learned, who they played with, or what made them curious. These conversations help children reflect, process their experiences, and build stronger connections between school and home.

Engaging in Learning

Together Simple activities at home—such as cooking, playing games, exploring outdoors, or solving problems—encourage critical thinking and curiosity. When families engage in learning, children see that learning is important everywhere, not just in the classroom. Together, reading, conversations, and engagement help strengthen your child's skills and confidence, while deepening their connection to school and the joy of learning



Parents and Caregivers in the School

Volunteers in School:

Parents and Caregivers who volunteer regularly to work on a one-to-one basis with children, or volunteer for field trips to be with students outside of the classroom, must have a criminal record check as required by the School Board, and fill in a Volunteer Application form. Teachers, PAC or the Principal will often make specific requests for volunteer help in the regular school newsletters.

Parent Advisory Council

École 100 Mile Elementary has an active and committed PAC, open to all parents and guardians. Parents and caregivers are strongly encouraged to get involved, as participation helps build a positive connection between you, your child, and the school.

The PAC supports many school functions throughout the year and invites families to take part in ways that fit their schedule. You can help with one event, part of an event, or join in for several—every bit of support makes a difference and strengthens our school community.

Watch for PAC meeting dates and opportunities in our regular newsletters to see how you can connect and contribute this year.

STUDENT HEALTH AND WELLNESS

Student Illness or Injury:

Our policy is to get sick students home quickly. Parents are called to pick up their child or give permission for alternate care. Minor injuries (scrapes, bumps, etc.) receive basic first aid (band-aid, ice pack). If an injury is beyond our ability to treat, parents will be contacted to decide next steps. In emergencies, students may be taken to the ER by private vehicle or ambulance, with parents notified to meet them. Families are informed of injuries the same day.

Medication at School:

If your child requires medication during the school day, please contact the office. A doctor completed form with administration instructions is required before staff can give any medication. Teachers will be informed of serious medical conditions (allergies, seizures, asthma, diabetes, etc.).

Allergies: Some students, staff, and families have allergies to foods, peanuts, bee stings, cut grass, perfumes, pollen, etc. Families should inform us of serious allergies, complications, and treatments so precautions can be taken. Student medical alerts are posted in the staff room for staff awareness.

Weather Policy: As an outdoor school, much of our Wolf Pack's learning happens outside—even in rain and snow. This builds Independence and resilience, and strengthens our sense of Belonging to the land and community. Students must dress for the weather: warm jackets in winter and water resistant gear on rainy days. During breaks, students remain outside unless directly supervised indoors. Inside days are rare and only declared when conditions are unsafe (extreme cold or heavy rain), with notices posted at the office. Bus cancellations are announced on local radio and the School District website. Families should use discretion when travel conditions are hazardous