

Webster Niblock School



909 4 Ave NE, Medicine Hat, AB T1A 6B6
Ph: (403) 527- 4541 Fax: (403) 526-5097
Website: <http://websterniblock.mhpsd.ca/>

School Handbook 2025-2026



Webster Niblock School Staff 2025-2026

Principal:	Ms. Rachelle Ulmer
Vice Principal:	Mrs. Kendra Boyd
Administrative Assistant:	Ms. Melissa Bast
Classroom Support Teacher:	Mrs. Carrie Maxwell
ELP Program Teacher (AM and PM):	Ms. Ali Payze
Kindergarten Teacher (AM):	Ms. Samantha Crook
Play and Learn Educator (PM):	Ms. Jerri Brown / Mrs. Treva Heron
Gr. 1 Teacher:	Mrs. Carrie Maxwell/ Mrs. Kendra Boyd
Gr. 1/2 Teacher:	Mrs. Carol Rogers
Gr. 2/3 Teacher:	Ms. Michelle Conway
Gr. 3/4 Teacher:	Mrs. Cheryl Scholly
Gr. 4/5 Teachers:	Mr. Daniel Wilson
Gr. 5/6 Teacher:	Mr. Dean Brandt
Educational Assistants:	TBA at the beginning of each school year
Out of School Care Program:	YMCA of Medicine Hat

Please note that staff is always subject to change in the Fall

D I R E C T O R Y
WEBSTER NIBLOCK SCHOOL

909-4 Avenue N.E.

Medicine Hat, AB.

T1A 6B6

Phone: 403-527-4541 *Fax:* 403-526-5097

Board of Trustees

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School District Administration - <https://www.mhpsd.ca/directory>



WEBSTER NIBLOCK SCHOOL

909 - 4th Ave. N.E., Medicine Hat, Alberta

Phone: 403.527.4541 Fax: 403.526.5097 Email: webster@sd76.ca

Principal: **Ms. Rachelle Ulmer** Vice Principal: **Mrs. Kendra Boyd**

“Learning For Our Future!”

Message from the Principal – Rachelle Ulmer

It is an absolute honour to serve as the Principal of such a vibrant and caring school community. At Webster Niblock, we are dedicated to creating an environment where every student can thrive academically, socially, and emotionally.

Our staff are passionate educators who bring energy, creativity, and compassion to their classrooms each day. They work hard to build meaningful relationships with students and families while fostering a positive and inclusive learning environment. Together, we are committed to helping students reach their full potential and feel a strong sense of belonging.

While we may be a smaller school, we are big on heart, pride, and purpose. At Webster Niblock, we believe that strong partnerships between home and school are essential. I look forward to working alongside you to support your child's journey and celebrate their growth.

Here's to a fantastic year ahead!

Warm regards,

Rachelle Ulmer

Principal, Webster Niblock School

Medicine Hat Public School Division



Our Vision

To learn. To grow. To build a better world.

Mission Statement

Our mission is to provide an inclusive, progressive learning community through trust, courage and collaboration.

Division Motto

Where kids count!

Webster Niblock School Mission Statement



Webster Niblock School is a community of learners who create and maintain a safe, caring and supportive environment, which encourages high standards of student learning. Ongoing collaboration and positive school climate will create opportunities for learners to become well-balanced, responsible and self-directed citizens.

Webster Niblock School Vision Statement



“Learning for Our Future”

At Webster Niblock School we believe teaching and learning is interdependent, engaging and varied. Innovative and involved facilitators will work individually and collaboratively to address student needs through effective regular monitoring and assessment of student progress.

We will encourage a positive, cheerful and energetic school climate where teachers, students, parents and the community work together in a respectful and cooperative manner.



SCHOOL DAY

8:30-8:45 am	Arrival Time
8:45-9:15 am	Period 1
9:15-9:45 am	Period 2
9:45-10:15 am	Period 3
10:15-10:30 am	Recess
10:30-11:00 am	Period 4
11:00-11:30 am	Period 5
11:30-12:00 pm	Period 6
12:00-12:45 pm	Lunch
12:45-1:15 pm	Period 7
1:15-1:45 pm	Period 8
1:45-2:15 pm	Period 9
2:15-2:45 pm	Period 10
2:45-3:01 pm	Dismissal

Kindergarten Timetable:

K - AM Class 8:45 am to 11:25 am
Play & Learn 12:01 pm to 3:01 pm

ELP Timetable:

AM Class 9:00 am to 11:40 am
PM Class 12:20 pm to 3:05 pm

LUNCH AT SCHOOL

Students are supervised in their classroom during their lunchtime.

BEFORE/ AFTER SCHOOL SUPERVISION PROGRAM

All information can be found at: [Before and After info](#)

The Before /After School Program runs on all school days when students are in attendance. This program is run by the Medicine Hat YMCA program. Registration

forms are available online or from the B.A.S.P. site director. If you should require further information, please contact websterniblock@medicinehatymca.ca or (403) 458-1784

STUDENT INFORMATION

KINDERGARTEN FEES

\$60.00 Activity Fee

Kindergarten fees should be paid by **September 30, 2025, Online**. However, if this is not possible, please contact the school and an alternative payment arrangement can be made.

If you have any further questions, please phone the school at 403-527-4541.

LOST AND FOUND

All "Lost and Found" articles are placed in the "Lost and Found" box in the bootrooms. Clothing and miscellaneous articles are to be delivered and recovered there. It is strongly recommended that mittens, runners, caps, and boots be labelled for identification purposes.

BICYCLES

Bicycle racks are located at the back of the school building. Students are strongly urged to lock their bicycles. The school is not responsible for lost or stolen bicycles. Students must walk their bicycles to the nearest crosswalk when leaving the school. Skateboards, Rollerblades and running shoes with heel rollers are not to be used inside the school.

ILLNESS

Any child suffering from illness should be at home. In the event a child becomes ill at school, every effort will be made to contact the parents or family, who in turn should be available to come take the student home. Please log your child's absence through Edsby so we can account for their whereabouts.

STUDENT TELEPHONE AND CELL PHONES

We strongly encourage all personal mobile devices (including cellphones, tablets, smartwatches, and gaming devices) to remain at home. If a student brings a device to school, it must be kept in their bag and stored in their designated boot room or locker, depending on the class location. Personal mobile devices should not be carried on their person. Additionally, headphones and earbuds should not be used during teacher instruction, and all smartwatch notifications must be turned off. Students are not permitted to use personal mobile devices during recess or lunch. If a student requires a personal mobile device for specific health and/or medical reasons, a meeting will be set up to make this accommodation.

If a student does not follow the personal mobile device policy, we will follow a progressive consequence process:

First Offense: The student will receive a verbal warning, and the device will be taken to the office. The student can retrieve it at the end of the day.

Second Offense: The device will be taken to the office, and the student's parent or guardian will be contacted.

Third Offense: The device will be taken to the office, parents will be contacted, and a meeting will be scheduled to agree on a plan for the remainder of the school year.

Fourth Offense: A meeting will be held to discuss possible suspension and/or prohibition of the device.

Students are encouraged, with their teacher's permission, to use the classroom telephones if they need to contact home. If at any time you need to contact your child, please call the office at 403-527-4541 or Edsby message the office.

MEDICATIONS

If students require medications to be given at school, additional forms must be completed. Please see the office to obtain a request for school assistance with the administration of the medication form. All medication needs to be clearly marked.

DROP OFF AND PICK UP OF STUDENTS

All entrance doors will open at 8:30 am and all teachers will be on supervision inside the school to welcome students from 8:30 am to 8:45 am. Each class will be assigned a specific door that will be the door that they will use when they arrive at school, when they go out for recess, and when they leave at the end of the day. Our bell will not ring until 8:45 am, therefore, students will be able to arrive between 8:30 am and 8:45 am. Bus students will head directly to their assigned door when arriving at the school. We encourage kids to walk, ride bikes or get a ride from parents. We appreciate that students like to come to Webster Niblock early to visit, but unfortunately, we will not have supervision on the playground. We have learned that having the students come into the school when they arrive creates a calming and more regulated start to the day. This means that students should NOT arrive at school before 8:30 am. Dismissal will be at 3:01 pm.

It is important to note that all our doors will be locked, including the front doors. Please call ahead to the office to make any necessary meetings. Any students who are late, arriving after 8:45 am, will come to the front door, ring the doorbell and someone will come and let them in.

The school parking lot is NOT a designated area for the picking up and dropping off of students as this becomes a safety concern. Parents are encouraged to make arrangements to pick their children up from the playground area, as this is away from the bus zone and less congested than the front of the school. The front of the school has a bus loading zone, as well there are no crosswalks at this point for students.

STAFF PARKING LOT

Please remember that the parking lot in front of the school is for handicapped and staff only! Staff members pay for their parking stall. Tickets may be issued by the Medicine Hat Police Service. During school hours this area has great safety concerns. We advise students to stay clear of this area for their well-being. Please encourage your child to use the sidewalk when walking or biking to the school. At busy times of the day, pylons will be set up at the parking lot entrance and exit to ensure no vehicles enter or exit the lot when students arrive and are dismissed. We ask for your cooperation in this matter as safety for all students is our primary concern.

PARENT COMMUNICATION

A weekly email will be sent to parents by admin outlining any important information and dates.

BUS STUDENTS

Bus students are asked to abide by the rules and be respectful of the bus drivers as well as the other students riding the bus. If there are concerns the school will contact home. If there are persistent problems students may be suspended and parents will be required to provide transportation during the suspension. The school bus is a privilege. Pre-registration is required and a seating plan needs to be followed.

CARDS AND OTHER TRADING ITEMS

We ask that students please leave cards and trading items at home, as trading is not allowed in school. Additionally, items of value could be lost or damaged.

ACCIDENTS

We want to assure parents that every precaution is taken to prevent accidents and injuries to students. In the event of any accident involving a student, every effort will be made to contact the parents or guardians. The staff can only offer minimum first-aid treatment in case of injury. No medication or drugs may be administered by a staff member of Webster Niblock School. If the staff feels that a child has been severely injured, the child will be transported (possibly by ambulance) to the emergency ward of the Medicine Hat Hospital.

ATTENDANCE



Edsby

Download App - App Store or Google Play

Regular attendance is necessary for success in school. When your child will be absent or late from school please report this through Edsby

[Parent Support for Edsby Login](#)

Attendance notifications will be made at 9:05 am and 1:10 pm to the main contact through the Edsby app. Webster Niblock no longer has an attendance line, this is the way you will need to report your child's absence. You can also enter pre-planned absences through Edsby.

ABSENCES / LATE

Lates: Chronic lates will be first addressed at the classroom level and then will be referred to administration.

Absences: When attendance becomes a concern parents will be contacted by the classroom teacher. If the attendance issue persists, the administration will contact parents and work together to look for solutions, as attendance is an important factor in student success.

COLD AND INCLEMENT WEATHER

We believe that recess for elementary school students is a time to provide a break from regular school routines and a chance to get some exercise and fresh air. It is expected that children will be dressed warmly enough to be outside for 15 minutes. When the temperature is colder than approximately -20 Celsius, or if the wind-chill factor creates an equally cold situation, or if there is a storm with extreme wind conditions, regular outside recess is

cancelled and students are allowed to remain indoors under their teachers' supervision.

Division schools are generally not closed during periods of cold weather, heavy snowfall, or rain. It can be expected that unless weather conditions become extremely severe, all schools will remain open. Any notice of school closures will be made known through television or radio announcements.

Please ensure that your child is dressed for the weather we are experiencing including coats, hats, mittens, scarves, boots, and ski pants. Also, parents are reminded to pick their children up PROMPTLY after the dismissal bell. With the wind chill sometimes dipping into the --30s, it is not safe for students to wait outdoors for extended periods of time.

DISCIPLINE PROCEDURE

Under the Education Act, students are not permitted to interfere with other students learning and must demonstrate respectful behaviors towards all people in the building. Students who are being disruptive may be removed from the classroom. Students who intentionally hurt other students may be sent home for a period of time while a reentry plan is put in place. Parents and/or guardians must accompany their child and attend a meeting before the student returns to school.

Homeroom teachers will establish their own Classroom expectations, rules, consequences and rewards.

If a student acts inappropriately according to

the school rules and expectations the teacher will use his/her discretion in dealing with the behavior.

SCHOOL PROGRAMS

KINDERGARTEN PROGRAM

There will be one morning Kindergarten classes at Webster Niblock School for this school year. Your child must be 5 years of age by **DECEMBER 31, 2025** to qualify.

The philosophy of Kindergarten requires that parent participation is a major component. At Webster Niblock School we have a School Council, chaired by a volunteer parent. We hope that parents of Kindergarten students take the time to become involved in the program.

The Kindergarten teacher for the 2025-2026 School Year is Ms. Sam Crook. If you have any concerns or questions regarding Kindergarten, please feel free to contact the school.

EARLY LEARNING PROGRAM (ELP)

Webster Niblock ELP provides young children from the ages of 3-5 with a smart, beautiful, engaging preschool program. Our Early Learning Program offers children a rich educational experience embedded with literacy, numeracy, art, music, discovery and exploration. Children are exposed to developmentally appropriate activities through child centered, play based learning which includes an emergent curriculum that unfolds as inquiry areas emerge from children's interests. Children have the opportunity to explore and learn based on

their individual interests, developmental needs and abilities.

ELP staff thoughtfully and deliberately work towards enhancing and supporting young children's competencies. It is our intention to honour each child's needs and strengths as well as build a community of caring learners who can play, learn and problem-solve both together and alongside one another. We will create opportunities for children to thrive through their own natural learning styles, with support and enhancement from staff. ELP is a program for all children.

In addition to our regular classroom staff which consists of a certified teacher and educational assistants, we have service providers who consult with our program and help identify children's strengths and needs. These service providers assist us in optimizing children's speech and language development, fine motor skills, gross motor skills, sensory based needs, mental health, regulation and pro-social behavior skills.

Our goal is to instill a sense of joy and wonder for learning and developing while enhancing your child's total development.

LIBRARY

Our Library is an integral part of our school's instructional program which promotes reading as a life-long leisure activity. Students will have the opportunity to visit the library at least once a week.

LEARNING SUPPORTS

Mrs. Carrie Maxwell is our classroom support teacher (CST). She will be coordinating our wrap-around services which could include our occupational

therapist, speech-language therapist and other outside service providers. She will provide support to students, classroom teachers and parents based on the response to intervention. We will always begin with universal support that can be put in place in the classroom and benefit all students. If more support is required, targeted strategies may be put in place for small groups or individual students. Finally, specialized one on one support will be put in place if the previous levels of support have not met the child's needs.

Students are identified in their classroom by their teachers. Parents who feel that their child is experiencing difficulties with learning should discuss their concerns with the classroom teacher who can then access the support of our Classroom Support Teacher. If your child is new to the school and has received targeted or specialized support in the past, it would be greatly appreciated if that information would be shared with your child's homeroom teacher as soon as possible.

MENTAL HEALTH SUPPORTS

Mental Health Services are provided by our Family School Liaison Worker and HUG worker. This program offers the following:

- individual counselling
- parent consultation
- teacher consultation
- universal support within classrooms
- coordination with community agencies

Currently, our Family School Liaison Worker is at the school 2 days a week. Our HUG

worker is also at the school one full day a week.

DRESS CODE

Clothing

Clothing should be appropriate for the school setting. Clothing should only contain appropriate language and not portray any profanity or pictures that are deemed offensive. We ask that students do not wear revealing or short tops and shorts. Tops must have shoulder straps. No underwear should be visible and no midriff should be showing.

Footwear must be worn at all times.

EARLY ARRIVAL AND SUPERVISION OF STUDENTS

Students are encouraged not to arrive before 8:30 a.m. in the morning. Outside supervision will not be provided on the playground; however, teachers will be supervising within the school, starting at 8:30 am, to allow for a 15-minute arrival time. We have learned that this type of start of the school day is more regulating for our students. Teachers will be supervising the meeting areas for their classes and will meet students no earlier than 8:30 am.

INTERNET ACCEPTABLE USE AGREEMENT

The following section was taken from the Medicine Hat Public School Division STUDENT ACCEPTABLE USE OF TECHNOLOGY. Please read it and then sign the appropriate form on your child's registration form. If there are any questions, please contact the school.

Internet access is available in Medicine Hat Public School Division schools. The Internet is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. We believe the Internet offers vast, diverse and unique resources to both students and teachers. The proper use of the Internet promotes educational excellence in schools by facilitating resource sharing, innovation, and communication.

We (Medicine Hat Public School Division) firmly believe that the valuable information and interaction available on the worldwide network far outweigh the concerns that users may obtain material which is not consistent with the educational goals of the Division. The smooth operation of the network relies upon the proper conduct of users who are expected to adhere to strict guidelines. The guidelines are provided here in order that everyone can be aware of the responsibilities that come with Internet usage.

Internet – Terms and Conditions of Use

- 1) **Acceptable Use** – The use of the Internet within the Division must be consistent with the educational objectives of Medicine Hat Public School Division.
- 2) **Privileges** – The use of the Internet is a privilege, not a right, and inappropriate use may result in the cancellation of those privileges. Division staff will decide what is inappropriate use and their decision is final.
- 3) **Network Etiquette** – You are expected to abide by the generally

accepted rules of network etiquette. These include:

- a) Be polite and use appropriate language.
- b) Respect the privacy of other users' personal communication and files.
- c) Do not reveal your personal address, phone number, or those of other users.
- d) Think before you type. Communication on the Internet is not private.
- e) Do not disrupt the use of the network.
- f) Activities, which are otherwise illegal, are strictly forbidden and may be reported to the authorities.

4) **Information Online** – Medicine Hat Public School Division makes no guarantees of any kind for the service it is providing. Use of any information obtained via the Internet is at the user's risk. The Division is not responsible for the accuracy or quality of information obtained through its Internet services.

5) **Security** – Security on any computer system is a high priority, especially when the system involves many users. Attempts to log onto the Internet using another person's password may result in cancellation of user privileges. Every user has a responsibility to notify a staff member if a problem arises. Any user identified as a security risk, or having a history of problems with other computer systems, may be denied access to the Internet.

6) **Vandalism or Theft** – Vandalism or theft will result in cancellation of privileges

for the individual(s) and full restriction of damage will be the responsibility of the aggrieving individual(s). Vandalism is defined as any malicious attempt to harm or destroy **Vandalism or Theft** – Vandalism or theft will result in cancellation of privileges for the individual(s) and full restriction of damage will be the responsibility of the aggrieving individual(s). Vandalism is defined as any malicious attempt to harm or destroy hardware, software, and data of another user, the Internet or other networks.

PARENT VOLUNTEERS

We will allow parent volunteers into the school for educational purposes. Please contact your child's teacher if you would like to volunteer.

SCHOOL COUNCIL

The School Council continues to play an integral part in the promotion of family and school activities at Webster Niblock School.

The School Council is not merely a fund-raising committee. It is an opportunity for you to contribute to and influence the activities and opportunities that are available at our school during the coming school year. Please plan to attend at least one meeting this year – we need your ideas and concerns. Meetings will be held in the school in the staffroom or virtually on the third Wednesday of each month.

FAIR NOTICE LETTER

[2025 Fair Notice Letter](#)