

# Dasmesh Punjabi School

Est. 1986

BC Ministry of Education Accredited Independent School

K-Grade 12

RESPECT. INTEGRITY. COURAGE. RESPONSIBILITY. EMPATHY. SERVICE

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**Committed to providing a safe and healthy environment for educational  
excellence and heritage preservation**

## STUDENT HANDBOOK 2020 - 2021

*This agenda is designed to help you succeed as a student. Use it wisely and use it well.*

*Principal: Mr. Jaspal S Dhaliwal. Business Manager: Ms. Balreet Mandair  
Secondary VP: Ms. Harpreet K Mandair . Primary VP: Mrs. Harbhajan K Atwal  
Administrative Assistant: Mrs. Rajinder K Dhaliwal. Office Secretary: Mrs. Sumeet K Dhillon*

### *This agenda belongs to:*

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/TOWN \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PHONE \_\_\_\_\_

STUDENT NO. \_\_\_\_\_



## SCHOOL MISSION STATEMENT

*Dasmesh Punjabi School is committed to creating a safe and healthy environment for quality education and heritage preservation.*

## SCHOOL ANTHEM/PRAYER

(ਦੇਹਿ ਸਿਵਾ ਬਰ ਮੋਹਿ ਇਹੈ ਸੁਭ ਕਰਮਨ ਤੇ ਕਬਹੂੰ ਨ ਟਰੋਂ)

-Guru Gobind Singh Ji



## SCHOOL MOTTO

**“God, grant me the strength never to hesitate from what is positive.”** (Guru Gobind Singh Ji, our 10<sup>th</sup> Guru, in whose sacred memory DPS was established)

## Principal’s Message

Welcome to the 2020/21 school year at Dasmesh Punjabi School!

Dasmesh Punjabi School has served the lower mainland community for over three decades. The Late Dr. Dalip Singh Gill, the founding Principal of Dasmesh Punjabi School, started this school with a vision to promote heritage language, culture, and quality education under a safe learning environment.

We are a faith-based K-12 Group 1 independent school. Dasmesh School started with 11 students and one teacher in 1986 at Khalsa Diwan Gurudwara. We have grown to become a vibrant school of choice. Our students perform exceptionally well in the Foundations Skills Assessments and Graduation Assessments in Numeracy & Literacy every year. This year our school was ranked number one in Abbotsford according to the Fraser Institute Report. Our unique blend of academics, language, culture, and religion has created an exceptional learning environment. In addition, Dasmesh Punjabi School is a member of BC Schools of Character. Students at our school promote six adopted core values, namely: Respect, Responsibility, Courage, Empathy, Integrity, and Service.

Please join us in making this special school an even better one. During your time here at Dasmesh, we will give you opportunities to excel in academics and sports, and to promote your language, culture, and faith. Move confidently into the unknown future, fortified with strength of character. This School year is very special because our school building is finally complete. Grade 6-12 will move into the new building and K-5 will be moving into the existing building. This is the first year that we will be running pre-school classes.

Have a great and successful year!  
Thank you for your continued support.

Jaspal S. Dhaliwal  
Principal

## SCHOOL MASCOT-

The Falcon



## 2020-21 SCHOOL CALENDAR



Labor Day	Sept. 07
School Opens-Tue/half day	Sept. 08
Term 1/ Semester 1 Begins	Sept. 08
Photo Day	Sept. 22
DPEA AGM 2:00 PM	Sept. 26
Terry Fox Run	Sept. 30
Thanksgiving Day	Oct. 12
Provincial Pro D Day	Oct. 23
Photo Retakes	Oct. 20
Remembrance Day	Nov. 11
Diwali	Nov 13 (PM)
Dasmesh Pro D Day	Nov 20
Guru Nanak Dev Ji’s Birthday	Nov. 27
Term 1 Report Cards (K – 8)	Dec. 07
Term 1 Ends	Dec. 07
Martyrdom day Observance	Dec. 17
Winter Break	Dec21-Jan 1,2021
School Re-Opens	Jan. 04
Guru Gobind Singh Ji’s Birthday	Jan 22,2021(AM)
Numeracy/Literacy 10, Literacy 12	Jan 25-29,2021
Semester 2 Begins (9-12)	Feb 01
Provincial Pro D Day	Feb. 12
BC Family Day	Feb. 15
Term 2 Report Cards (K – 8)	Mar.12
Spring Break	Mar.15-26
School Re-Opens	Mar 29
Vaisakhi/Nishan Sahib Ji’s Sewa	Apr 16 (full day)
Good Friday	Apr. 02
Easter Monday	Apr. 05
Numeracy/Literacy 10, Literacy 12	Apr. 12-16
Dasmesh Pro D Day	May 21
Victoria Day	May 24
Guru Arjan Dev Ji’s Martyrdom Day	June 14(AM)
Convocation/Grad Ceremony	June 18
Awards Assemblies	June 25

These significant days/dates will allow students and their families to plan out-of-school activities over the course of the 2020/2021 school year. Please consult the full year calendar for more details.



## STUDENT CODE OF CONDUCT



The Dasmesh Punjabi School Board has authorized the following Code of Conduct for students who attend educational programs sponsored by the Board. Students are expected to adhere to the Dasmesh School Code of Conduct and school rules at all times, on and off school property, including all school- sponsored events.

- Demonstrate courtesy, consideration, and respect when dealing with teachers and other students.
- Participate in all activities- academics, sports, cultural- to the best of their ability.
- Practice sound health and safety habits and not endanger others through actions, words or deeds.
- Respect school property and equipment
- Respect the ethnic, cultural, linguistic, and religious heritage of others.
- Attend school regularly and be punctual for classes.
- Demonstrate self-discipline, school values and a sense of responsibility in and outside the classroom.

## STUDENTS' RIGHTS AND RESPONSIBILITIES



### **Students have the right to:**

- Learn in an environment free from distractions
- Be protected from abuse
- Have their concerns addressed
- Be treated with kindness and consideration.

### **Students' responsibilities include:**

- Listening, asking questions, and not disrupting others
- Treating others and school property with respect
- Following school rules and guidelines to allow maximum learning to take place

## ABBOTSFORD – CITY OF CHARACTER

Dasmesh Punjabi School has endorsed the Principles of the Abbotsford City of Character movement. Their charter outlines six virtues that all members agree to endorse and promote. They are:

### RESPECT

Respectful people are self-disciplined and courteous, and they protect the rights and dignity of others.

#### **Respectful people:**

- Stand up for what is right
- Care for themselves, for others and for the environment
- Show good manners
- Appreciate the opportunities and privileges provided by others
- Treat others as they would like to be treated

### INTEGRITY

People with integrity are honest, truthful and trustworthy.

#### **People of integrity:**

- Do the right thing - even when no one is watching
- Tell the truth
- Keep confidences and honour loyalty
- Keep promises
- Communicate openly and respectfully

### COURAGE

Courageous people can face and endure what is dangerous, difficult, or painful without giving in to fear.

#### **Courageous People:**

- Stand up for what is right
- Face challenges boldly; persevere through difficulties
- Step out of my comfort zone; rise to challenges

### RESPONSIBILITY

Responsible people are accountable for their actions, words and obligations.

#### **Responsible People:**

- Admit mistakes and make amends
- Work diligently
- Use resources wisely
- Are reliable and persistent
- Communicate clearly; listen carefully
- Take initiative

## **EMPATHY**

Empathetic people sense, share and understand the experiences, feelings and emotions of others.

### **Empathetic people:**

- Seek fairness and understanding
- Build healthy relationships
- Carefully consider the impact of words and actions
- Are inclusive

## **SERVICE**

People who serve commit their talents, resources, time and effort to support, guide, and enrich individuals, organizations and initiatives in the community.

### **People with a Service Orientation:**

- Participate in community building activities
- Give of themselves for the benefit of others
- Are willing to lead boldly and to follow effectively



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## **CAN YOU DO IT? YES YOU CAN!**

Here is the challenge for each and every one of us who attend or work at Dasmesh Punjabi School. We must "... walk the talk..." in our daily lives by striving to uphold these virtues. We can make a difference both individually and collectively. Let us follow the words of Mahatma Gandhi and "... Be the change you want to see in the world..." If we each lead a life that matters, we can have an impact and build a school community that fulfills the dreams of our esteemed founder,  
Dr. Dalip Singh Gill



## **STUDENT NUTRITION**

We are what we eat! This line was used in government-sponsored TV advertisements as childhood obesity became an increasing social problem.

Dasmesh Punjabi School encourages everyone to eat wholesome, nourishing foods, especially fresh fruits and vegetables and whole grains. Parents are encouraged to consult the Canada Food Guide on the Health Canada website ([www.hc-sc.gc](http://www.hc-sc.gc)) for information and suggestions.

Please remember that Dasmesh Punjabi School is a vegetarian only food environment.

## UNIFORM POLICY

In the early years of the school, The Board of Dasmesh Punjabi School established a School Uniform Policy. The policy was developed to eliminate the “competition” between and among students for expensive (and sometimes, inappropriate) designer label clothes.

The actual policy, itself, can be viewed on the School Website. Highlights of the policy are presented below. Students are required to wear the school uniform on all regular school days, except Wednesdays.

Navy Blue School Jacket with School Logo  
Charcoal grey Pants/Skirts  
Shorts for boys & Skorts with black tights for girls K-5 ONLY  
White dress or polo shirts/blouses with school logo  
Maroon sweater with the school crest  
Black non-marking shoes with white socks  
Blue head wear (rumal/patka/turban) for Sikh Studies assemblies and events  
Gym strip is required for Grades 4-10 (grey t-shirt, blue shorts/ jogging pants).  
Standard School Uniform for Religious Functions (K-12)  
Traditional Outfits only for Vaisakhi, Diwali & Talent Shows  
NO hats, hoodies, pyjamas, bare midriffs, bare shoulders or spaghetti straps, low rise jeans or short skirts above knee length.  
No beads, chains, studded collars or studded wristband.

All uniform items (except shoes and socks) are to be purchased from NEAT UNIFORMS .ca  
**Ph. (604) 205-7560**

## LOST AND FOUND



The school does its best to reunite students with their lost or misplaced property. This is very easy to do if the personal articles are properly labeled. A box of “found” items is maintained in the school office. Parents or students are free to search this box during school hours.



## ATTENDANCE

**Regular, punctual attendance is essential for school success.** Please contact the school office if your child is too ill to attend school on any particular day.

Students who arrive late or who must leave school

before the end of the school day must contact the school office for the appropriate clearances. Parents and Home Room Teachers must be kept fully informed. A form provided by the School Office/HRT must be filled out by the parent for students taking **extended leave**. Parents are advised to try to avoid taking their children out for extended breaks as this can seriously impact their educational progress. If unavoidable, HRTs/subject teachers must be contacted by the parent well in advance to ensure the child does not fall behind in school work. There is a School Extended Leave Guidelines and Policy document in place. Please consult the HRT/class teacher for details.



## FIELD TRIPS

Staff members organize and supervise a number of Field Trips throughout the school year. These excursions are designed to supplement classroom learning or to offer valuable extracurricular experiences.

Parental Permission Forms must be endorsed and appropriate fees paid before students are allowed to participate in these out-of-school activities.



## BAD WEATHER

Student and staff safety is the primary consideration in any decision to close the school due to inclement weather. The advice of the City of Abbotsford, the Abbotsford Police Department and School District #34 is also sought. The School Facebook Page and School website ([www.dasmeshschool.com](http://www.dasmeshschool.com)) is updated. The school will attempt to contact all parents as well via the school message system.



## EMERGENCIES

Dasmesh Punjabi School has established school policies and procedures to deal with emergency situations. Regular drills are held to ensure readiness and preparation.

**Parents will be contacted by telephone if the school is obliged to activate any of its emergency protocols.**



### EXTRACURRICULAR ACTIVITIES

Extracurricular Activities provide students with opportunities to learn beyond the classroom. The school encourages all of the students to take advantage of these opportunities.

**SPORTS-** Interschool sports and athletics camps.

**ACADEMICS-** District 34 Science Fair, Clearbrook Lib. Reading Quizzes, Spelling Bee, etc. Punjabi Short Story/ Essay Contest.

**SIKH STUDIES -** School Tabla/ Band and Shabad Kirtan participation in specially sponsored community events etc.

**HERITAGE DANCING AND MUSIC-** A Dhol Band etc. takes active part in community-sponsored events.



### ACHIEVEMENT INFORMATION

**REPORT CARDS: Formal Report Cards** are issued at the end of every term. Parent-teacher interview dates are given to parents in the School Newsletter. Parents sign report card copies for Student Permanent Folders, and take home originals. **Informal interim reports** of student progress are given at least twice a year, usually in verbal form, unless the student is experiencing serious learning difficulties, and urgent parent support is required for intervention. A school template is available for staff who prefer to send written info home to parents at this time. Students will self assess core competencies at the end of each term and the final copy will be sent home at the end of the year.

**PROMOTION:** Students must meet **minimum outcome expectations** for their courses if they are to be promoted to the next grade level. The reporting symbol “I” (In Progress/Incomplete) will be used when reporting the progress of students not meeting the expectations.

### ACHIEVEMENT INCENTIVES

**REGULAR RECOGNITION:** Individual recognition, for studies, effort, character and various activities and competitions, happens throughout the year. Achievers’ names/photos appear in Parent Newsletters and on the School website.

**TERM END:** All middle and secondary grades are recognized for study and character development excellence. Student names are posted on the DPS website and showcased in the School lobby.

**YEAR-END AWARDS:** Excellence in achievement in any of the pursuits encouraged through the School Mission Statement are recognized through certificates, medals, scholarships and bursaries etc. These are competitive awards, based on a set of community donors and various school families of staff and parents. Full and current information on these awards (award amounts for scholarships and bursaries etc.) is released for students by mid- May every year. General information can be accessed via the school website or HRTs/careers advisors/counselors.

### FUNDRAISERS

- Planned fundraisers, such as Jeans Day for the BC Children’s Hospital, directly help in children’s all-round development thus are part of the school program.



### SPECIAL SCHOOL PROGRAMS

- Regular Sikh Studies Assembly and teachings from ***Sri Guru Granth Sahib Ji***
- Accelerated Punjabi 11-12 for Grade 9 &10 students
- 3L’s: for Literacy Enhancement and Learning in Primary
- Core French K-7
- ELL Program for Elementary, Middle & Secondary Students
- Special Needs Student’s Assistance Program
- Punjabi traditional dancing (part of Fine Arts)
- After-school Programs- club activities and inter- school sports
- International Students

### Agendas and Backpacks for K-7

Check each night then sign the completed given homework. Note any messages/reminders. Return for the next day.

### Student Belongings

Please label all personal belongings.

### Current Parent Contact Info

Please keep the Office updated with all the information ie phone number.

### Parent Visits During the Day

Our campus is open to parents. You are welcome at any time. However, please make an appointment to talk to a teacher concerning your child's progress so as not to disrupt the teaching-learning schedule.



### Courses Offered

The Ministry of Education new curriculum guidelines are followed. Students are offered all the regular public school system courses including Yoga(K-3) Language Arts, Mathematics, Science, Social Studies, P.E., Fine Arts, CE, ELL, Career Life Education & Career Life Connections Capstone Project. Primary school students use the Open Court method of language arts which includes phonetic awareness, decoding and blending of words, building vocabulary, comprehension etc. Another component of our curriculum includes Punjabi, Shabad Kirtan & Tabla (Music). In 2009-10, two new programs were added to the Primary curriculum: Core French and 3Ls.



### Appointments (Dr / Dentist)

Please try to avoid making medical appointments during the school day.

### Attendance

The Early Leave Form is to be filled out if a child leaves before 2:30 pm. These include child's name, grade, reason for leaving, and parent's signature. The sign out binder is in the office and in the primary classrooms.

### Extended Leave Forms

These are to be filled out, notifying the school of the dates a child is expected to be absent from school. Parents are to ensure their child does not fall behind in school work. If a student fails to meet the outcomes of his/her grade level or subject after an extended absence, it becomes the responsibility of the parents to get that child to catch up. If, by the end of Term 3,

grade-level expectations are not met with the child should continue to get instruction or attend summer school from a BC-certified teacher. Final decisions will be made following a fall reassessment by the school team.



### Footwear

Black. Due to safety concerns students must always have shoes on their feet. On days they wear boots, "indoor" shoes are needed as it is not healthy for feet to be in boots all day. On muddy days, "indoor" shoes are needed. No *wheelies*. Warm day shoes may include sandals (have a strap across the back to hold the shoe securely on the foot). No flip flops or part heels.



### Outdoor Play

For cold sunny weather, outdoor jackets are required. During good weather, all students are expected to play outdoors at recess and lunch breaks. If a student has a medical reason for not being outside, arrangements must be made by the parent with the classroom teacher/ the office.

### Permission Slips & Parent Response Forms

The following are sent at various times during the year: field trip notes, permission forms, report card appointment times, registrations forms etc. It is a teacher's dream to have all the parents complete the requirement and return it the next day or before the deadline.

### Homework

Homework is designed to reinforce or enrich skills being taught at school. Parents are to review what is being sent home each day, and to encourage and assist, so homework will be completed with careful coloring, neat printing and accuracy then returned on time. Students are able to complete the Language Arts program with greater confidence and higher marks if they spend time reading each and every night. *RazKids.com* is used for home-reading enhancement.



### Library

The library is an invaluable resource. Classes visit the library on a Biweekly basis both for instruction and for the opportunity to withdraw books to take home. Place the borrowed book in a safe place and return it before the assigned library period. If a library book is lost, damaged, or not returned, a fine will be paid to replace that book before the student can check out another book.

### Cell Phone Policy

We encourage students not to bring Cell Phones to School. Cell Phones become a source of distraction. Our policy is if we see or hear one in the class or outside class we will take it away and give back at the end of the day. Second time offenders will loose it for one day & repeated offenders will loose it for one week & parents will be notified. However, we have BYOD policy for Grades 6-12.



### BELL/SCHOOL SCHEDULE GRADES K-3

- 8:15 - Students Dropped Off
- 8:25 - Warning Bell
- 8:30-9:00 – Yoga/ Reading Block
- 9:05-9:35 - Assembly
- 9:35- 10:05 – Block A
- 10:05 -10:30 – Fruit Break
- 10:30 -11:00 – Block B
- 11:00-11:30 – Block C
- 11:30- 12:00 – Block D
- 12:00 -1:00 – Lunch Break
- 1: 00 -1:30 – Block E
- 1:30 - 2:00 – Block F
- 2:00 -2:30 – Planner Time
- 2:40 – Dismissal Time
- 3:00 - Buses Depart

### BELL/SCHOOL SCHEDULE GRADES 4-8

- 8:15 - Students Dropped Off
- 8:25 - Warning Bell
- 8:30-9:00 – Assembly/ Reading Block
- 9:02-9:58 - Block A
- 10:00 -10:10 – Fruit Break
- 10:12 -11:08 – Block B
- 11:10-12:06 – Block C
- 12:06 -1:02 – Lunch Break
- 1: 02 -1:56 – Block D
- 1:58 -2:54 – Block E
- 2:55 – Dismissal Time
- 3:00 - Buses Depart

### Summer School

Summer School Classes are offered for Students in the month of July. Please see the Home Room Teachers for details.

This is not sponsored by the School but by interested teachers who work at DPS.

Information is usually sent home by these staff towards the end of the school year. ☀☀



### Report Cards

Interim reports are given twice during the year to inform parents how students have settled in, and are progressing. Formal report cards go home three times during the year to inform parents of what is being taught, how the child is doing (exceeding, meeting, or yet to meet expectations), and how the parent can support the child as a learner. Parent-teacher interviews are for sharing between parents and teachers.

### BELL/SCHOOL SCHEDULE GRADES 9-12

- 8:15 - Students Dropped Off
- 8:25 - Warning Bell
- 8:30-9:00 – Assembly/ Reading Block
- 9:02-10:14 - Block A
- 10:14 -10:26 – Fruit Break
- 10:26 -11:38 – Block B
- 11:38-12:28 – Lunch Break
- 12:30 -1:42 – Block C
- 1: 44 -2:56 – Block D
- 2:56 – Dismissal Time
- 3:00 - Buses Depart



### Arrival Time

No sooner than 8:00am as the school doors are locked. If necessary, contact the office to make alternative arrangements (604.826.1666).



## **Emergency Preparedness Guidelines**

### **Pandemic (Covid 19, flu. etc)**

All students should:

- Wash hands for 20 seconds frequently.
- Keep social distancing. Avoid physical contact with others
- Avoid touching your face, mouth and eyes.
- Wear a mask if necessary.
- Avoid sharing food and materials
- Return home if feeling sick at school
- Stay home if they have flu-like symptoms, regardless of where one has travelled. Notify school.
- See a health care provider if symptoms become worse. Call ahead of time to let them know you have flu-like symptoms.
- Know that in the event of a school closure, students will be directed on protocol by the Administrators. Contacts between school staff and parents and students will be maintained via voice mail, school emails, phone calls and various social medias.

### **Drop, Cover and Hold (Earthquake, Explosions)**

All students should:

- Face away from windows
- Kneel, head down, hands clasped on back of neck or head covered with book or jacket
- Take cover under a sturdy table, desks, furniture or other large sturdy items and count aloud to 60
- Hold on to the furniture you are under
- Count 60 seconds after the shaking has stopped.
- Evacuate under teacher's order.

### **Evacuate (Fire, Chemical accident, Explosion/threat of explosion in school, After earthquake, Gas leak inside school)**

All students should:

- Under the teacher's order, line up in a quiet and orderly manner.
- Evacuate to the designated Assembly Area by using the designated route posted in the classroom, as instructed by the teacher. However, under the teacher's guidance, be prepared to use an alternate route.

- At the Assembly Area, students should line up in a single file.
- Next, HRT will take over and do a head count
- Students should stay calm, quiet, and wait for further instruction.
- HRT will dispatch students in order after the administrators announce "Evacuation cleared".

### **Shelter IN Place (Sudden Blizzard, Chemical or hazardous spill, Police initiate lockdown, Missing Child, Dangerous wild animals, Medical emergency that requires hallways to be clear of traffic)**

All students should:

- Go back and stay in their classrooms.
- Should not leave the classroom without approval.
- Ignore class change bell until further notice.
- Continue to focus on their learning until "Shelter IN Place Cleared" is announced by the administrator(s).

### **Lock Down (Dangerous intruders)**

All students should:

- Follow the instructions of the teacher(s)/ administrator(s)
- Go to the nearest room as quickly as possible and stay with the teacher there. All doors will then be locked by the teacher(s). Lights will also be turned off.
- Not be allowed to leave the classroom without approval
- Stay out of sight. Take cover (e.g. under the desks) and stay away from windows and doors.
- Keep quiet and stay calm
- Not use cell phone
- Ignore class change bell until further notice
- Follow the procedures until "Lockdown cleared" is announced by the police/administrator(s).