



RED EARTH CREEK SCHOOL STUDENT HANDBOOK 2019-2020

School Vision Statement

Red Earth Creek School fosters a positive respectful learning environment that embraces diversity, collaboration, and inspire students to flourish as lifelong learners.

School Mission Statement

Respect, Encourage, Collaborate, and Succeed together!



September 6, 2019

Teachers

Mrs. Ashley Wiggs – Kindergarten and Grade 1
Mrs. Crystal Saunders – Grade 2, and 3
Mrs. Amy Aucoin – Grade 4 and 5 and 6
Mrs. Sarah Wright – Grade 7 and 8 and 9
Mr. John Porritt – Grade 9, Senior High Mathematics, Sciences, Physical Education
Mr. Erin Reilly – Principal, Junior and Senior High School Social Studies, English High School

Support Staff

Mrs. Sheila Callingbull-Owen – Office Manager
Mrs. Lisa Deering – Library Manager, Information Specialist, Educational Assistant
Mrs. Claudette Dockery – Educational Assistant
Ms. Rhonda Evison – Educational Assistant, School Based Technician
Mrs. Victoria Noskiye – Educational Assistant

General Information**Visitors to the School**

Parents and visitors are welcome at Red Earth Creek School. Visitors are asked to use the front entrance and are required to report to the school office prior to proceeding further. Visitors are required to sign in and receive an ID badge.

Contacting the School

The school office is open from 8:50 a.m. to 4:30 p.m. Monday – Friday. The school telephone number is 780-649-3898. During class time, messages may be relayed to staff and students through the office. Staff and students will not be called to the telephone when they are in class, except in the case of an emergency.

Calendars

A calendar will be issued each month during the school year to inform parents of school activities and school affairs. It will also be posted on the school Facebook page.

School Council

Red Earth Creek School has a very active School Council. The School Council generally meets once a month. All meetings are open to parents and community members. Taking part in the School Council is a great way to get involved, help make changes and set the direction of the school. The school council is involved in matters relating to the standard of education, student achievement, physical development, and social development of students as well as the standard operations of the school environment. Whether you can attend regularly or an occasional meeting, your attendance is always welcome.



+PEACE RIVER SCHOOL DIVISION NO. 10
 10018 - 101 STREET, PEACE RIVER, AB. T8S 2A5
 PH: (780) 624-3601 FAX: (780) 624-5941

FINAL APPROVED 2019-2020 SCHOOL YEAR CALENDAR

| July | | | | | | | August | | | | | | | September | | | | | | |
|--|-----|------|-----|-----|-----|-----|---|-----|-----|-----|-----|-----|-----|---|-----|-----|-----|-----|-----|-----|
| Sun | Mon | Tues | Wed | Thu | Fri | Sat | Sun | Mon | Tue | Wed | Thu | Fri | Sat | Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | 1 | 2 | 3 | 4 | 5 | 6 | | | | | 1 | 2 | 3 | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 28 | 29 | 30 | 31 | | | | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 29 | 30 | | | | | |
| Jul 1 Canada Day | | | | | | | Aug 28 Staff Meeting/Professional Development (PD) Aug 29 PD Day Kick-off Aug 30 Operational Day OO 3 ID 0 | | | | | | | Sept 2 Labour Day Sept 9 First Day for Students Sept 12 Staff Meeting/Professional Development (PD) OO 20 ID 19 | | | | | | |
| October | | | | | | | November | | | | | | | December | | | | | | |
| Sun | Mon | Tues | Wed | Thu | Fri | Sat | Sun | Mon | Tue | Wed | Thu | Fri | Sat | Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | | | | 1 | 2 | 3 | | | | | 1 | 2 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 27 | 28 | 29 | 30 | 31 | | | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 29 | 30 | 31 | | | | |
| Oct 11 Day In Lieu Parent/Teacher Interviews Oct 14 Thanksgiving Day Oct 28 ATA Professional Development Day (PD) OO 22 ID 20 | | | | | | | Nov 1-4-8 Diploma Exam Nov 11 Remembrance Day Nov 25 Staff Meeting/Professional Development (PD) OO 20 ID 19 | | | | | | | Dec 21 Christmas Break Dec 21 Christmas Day Dec 26 Boxing Day OO 15 ID 15 | | | | | | |
| January | | | | | | | February | | | | | | | March | | | | | | |
| Sun | Mon | Tue | Wed | Thu | Fri | Sat | Sun | Mon | Tue | Wed | Thu | Fri | Sat | Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | | | 1 | 2 | 3 | 4 | | | | | | 1 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 26 | 27 | 28 | 29 | 30 | 31 | | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 29 | 30 | 31 | | | | |
| Jan 1 New Year's Day Dec 23 - Jan 5 Christmas Break Jan 6 Students Back Jan 19-25, 22-24, 27-30 Diploma Exams Jan 15-18 PAT Jan 31 Staff Meeting/Professional Development OO 20 ID 19 K-12 SEM 1 OD 100 ID 92 | | | | | | | Feb 14 Non-Operational Day Feb 17 Family Day OO 18 ID 18 | | | | | | | Mar 5, 6 Teachers' Convention Mar 23 - 27 Spring Break OO 17 ID 15 | | | | | | |
| April | | | | | | | May | | | | | | | June | | | | | | |
| Sun | Mon | Tue | Wed | Thu | Fri | Sat | Sun | Mon | Tue | Wed | Thu | Fri | Sat | Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | | | | 1 | 2 | 3 | | | | | | 1 | 2 | 1 | 2 | 3 | 4 | 5 | 6 | |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 26 | 27 | 28 | 29 | 30 | | | 24-31 25 | 26 | 27 | 28 | 29 | 30 | 28 | 29 | 30 | | | | | |
| Apr 1-3, 6-9 Diploma Exams Apr 10 Good Friday Apr 13 Easter Monday OO 20 ID 20 | | | | | | | May 4 Staff Meeting/Professional Development (PD) May 4-9 PATS May 15 Day In Lieu Parent/Teacher Interviews May 18 Victoria Day OO 20 ID 18 | | | | | | | Jun 1 Staff Meeting/Professional Development (PD) Jun 15-25 PAT Jun 10, 11, 17-19, 22-26 Diploma Exams Jun 22 Aboriginal Day Jun 25 Last day for K-9 Students Jun 26 Last day for 10-12 Students and K-12 Staff OO 20 K-9 ID 18 ID 19 K-9 SEM 2 OO 95 ID 89 10-12 SEM 2 OO 95 ID 90 | | | | | | |

COLOUR LEGEND

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|---|
| Staff Meeting/Professional Development PD |
| General Holiday |
| No School (Non-operational break) |
| Day In-Lieu Parent/Teacher Interviews |

March 14, 2019

September 6, 2019

Bell Schedule

| Elementary, Junior and Senior High | |
|------------------------------------|---------------|
| 8:50 – 8:55 | Announcements |
| 8:55 – 10:07 | Block 1 |
| 10:07 – 10:12 | Break |
| 10:12 – 10:59 | Block 2 |
| 10:59 – 11:04 | Break |
| 11:04 – 12:16 | Block 3 |
| 12:16 – 1:01 | Lunch |
| 1:01 – 2:13 | Block 4 |
| 2:13 – 2:18 | Break |
| 2:18 – 3:30 | Block 5 |
| 3:30 | Dismissal |

Code of Conduct

Note: The RECS Student Discipline Policy is guided by PRSD Administrative Procedure 350/355 and PRSD Board Policy Appendix 19.

Schools are ‘respectful places’ and therefore require respectful behavior.

1. Students are expected to respect others and respect school property.
2. Students should be diligent in pursuing their studies, attend school regularly and punctually, and cooperate fully with everyone authorized by the board to provide education programs and other services.
3. No running or rough play in the corridors or gymnasium area.
4. Food and drink are allowed in designated areas only. Food or drink not permitted in library.
5. Students should be dressed suitably for all school activities. These guidelines are put in place to promote respect, including self-respect, and to prevent possible teasing, bullying and/or and classroom disruptions.
 - Clothing that is too revealing is inappropriate, therefore, attire should cover undergarments, should not be strapless, and should be of an appropriate length for a school environment.
 - Articles of clothing and accessories with pictures, emblems, or writings that are lewd, offensive, vulgar, or obscene, or that advertise or depict violence, gore, death, tobacco products, alcoholic beverages, drugs or any other substance are prohibited under school board policies. Students will be asked to remove, cover up, or change the item.
 - In an endeavor to keep our school neat and tidy, we insist that students remove their outside shoes upon entering the building. They therefore need a second pair of shoes to be worn inside the building (these may be their gym shoes). These should be non-marking soles.

Student Discipline

There are certain behaviours that require a strong reaction from the school. Such behaviors include violence (fighting, threatening, bullying), being under the influence or being in possession of intoxicants or prohibited substances, willful disobedience, open opposition to authority, or willful destruction of school property. This is in keeping with School Division policy. For such behaviour, the school may suspend the student. The school may suspend a student for up to and including five school days.

Attendance

Regular attendance has been demonstrated in research to be a key determinant in student success. Staff and administration will carefully monitor attendance. Parents are expected to contact the office either by note or by phone when a student is absent. The teacher or main office will notify parents whenever attendance is of concern. The school office will notify by automated phone-out the daily absence of each student. ***“Remember if you are not in school you do not know what you are missing”.***

Late Policy

Students must check in at the main office when late. When student lateness becomes a matter of concern, the student will be spoken to by the school administration and parents will be contacted to discuss the issue and to determine if further action is required.

Extended Absences

Extended absences from school are discouraged; as such absences are disruptive to the student’s educational program. However, when such absences become necessary, the student and parent/guardian are expected to notify the school well in advance of the leave (except in cases of emergency). Students will be expected to complete any assignments or examinations within two days of their return.

Early Checkout

Students requiring special consideration to leave the school during regular hours should have the parent/guardian notify the office (note or phone call) and students must check out through the office before leaving. Because the school is responsible for students during the school day, it is very important that students check out through the office before going home early. Office staff will confirm the early sign-out with a parent.

Student Arrival & Departure

- RECS doors open and start accepting students for the day at 8:30 am., at which time supervision is provided by staff.
- All outside doors, except the main door at the front of the building, are locked.
- In inclement weather, supervising staff will allow students to come inside when the doors open at 8:30 am. Please ensure your children are dressed appropriately for the weather.
- Please do not drop your children off prior to 8:30 am as we can not insure that a staff member will be present to watch your child.
- School ends at 3:30 pm

School Bus Policy

- Parents are responsible for their child's safety to, from and while the student waits for the bus at their designated stop. Bus drivers may not permit students to unload at another stop without permission from the parent. On occasion, the bus may arrive early, however, the school bus will wait until the designated time before departing the stop location.
- The School Act states that students who reside more than 2.4 kms from their designated school are eligible for school bus transportation to their designated school. Students who require special programming and reside less than 2.4 kms may be eligible for transportation to/from school.
- BUS PASS - Parents may choose to purchase a bus pass for students who are not eligible for transportation. Yearly rates are available and students must load and unload at a designated stop
- For passengers less than 2.4 kms from their school:
 1. \$450.00 per year
 2. Family rate (3 or more children) of \$1125.00 per yearNote: Bus passes may be purchased by Visa, MasterCard, and Debit at the Peace River Transportation office and select schools in the each community. Parents must purchase the pass prior to be allowed to use the bus.

Bus Conduct

1. The driver is in full charge of the bus at all times and students must obey instructions or directives promptly.
2. Students will sit properly with feet not blocking the aisle. A student may be required to sit up front for misbehavior.
3. Students must be on time. (3 to 5 minutes prior to bus arrival).
4. Unnecessary conversation with the driver is prohibited.
5. Outside of ordinary conversation, classroom conduct is to be observed and the driver may separate students who do not live up to this rule.

Smoking Policy

PRSD10 Policy 7.42 states: “the Board of Trustees recognizes its responsibility to promote the health and welfare of employees and students and to act as a positive role model for students, therefore it requires that all Divisional school facilities and sites to be smoke free environments”, meaning that no Junior/Senior High Student is allowed to smoke on school grounds and no student can smoke in their vehicles in the parking lot.

Technology Use

RECS is a modern school fully equipped with the latest technology to support our students’ learning needs and to prepare them for life after school. RECS has many portable computer devices that our students can use while they learn. Students can expect to use tablets, Chromebooks, laptops, stand alone, Smart TVs, robots, video editing equipment and 3D printers. We have enough technology that our students from grades K to 12 will have access to technology throughout the day everyday.

All students must sign a PRSD user agreement and Guidelines form signed by their parents/guardians before they have access to computers and PRSD 10’s network. Access to network and computers is a privilege and it is expected that all students use these tools for educational purposes only. “Use of Division provided technology is a privilege and it is expected that users will take advantage of this privilege in a responsible manner”. (**PRSD10 Policy 7.45 - Network Use and 7.44 - Electronic Mail Policy**)

- **PRSDnet Use Guidelines and Responsibilities** for Staff and Students PRSDnet users are responsible for their behaviour on school computer networks just as they are in the classroom or school hallway. Communications on the network are often public in nature. All network traffic is tracked and logged by PRSD technology services. General school rules for behaviour and communications apply to network use. Violation of PRSDnet guidelines and responsibilities will result in a loss of access and may result in other legal or disciplinary actions as per Peace River School Division Administrative Procedures 350, 355 and 352.
- Individual users of PRSDnet are responsible for their use of the network. The use of their account must be in support of education and research and must be consistent with academic expectations of PRSD. Use of other organizations’ networks or computing resources must comply with the rules appropriate for that network. Transmission of any material in violation of Canadian or Alberta laws, including copyright, threatening or obscene materials, is prohibited. Use for unauthorized commercial activities by for-profit organizations, product promotion, or illegal activities are strictly prohibited.
- The user is expected to observe the following network guidelines:
 - Keep passwords, personal address and phone numbers confidential.
 - Keep the passwords, personal addresses and phone numbers of others, if you know them, confidential.
 - Use the network in such a way that will not disrupt the use of the network by other users.
 - Treat others’ data with respect. Do not attempt to modify or harm the data of another user.
 - Use the network to access only authorized networks or computer systems.
 - Network accounts are to be used only by the authorized owner of the account for authorized purposes.

- Seeking, transmitting, or accepting obscene materials are prohibited.
- Use electronic mail with care; it is not private.
- Use school division provided on site and web based storage with care. It is not private.
- Use only language that is appropriate to a classroom setting.
- Be aware that all network traffic is tracked and logged.

Personal Devices

Personal devices include laptops, phones, tablets, e-readers, USB flash drives, and any other electronic data device. Be aware that every principal may have additional guidelines or restrictions for the use of personal devices in their school and every teacher may have additional guidelines or restrictions for the use of personal devices in their classroom. Personal devices should be used for educational use and users must follow the guidelines and responsibilities outlined above. Students are responsible for the content of the data stored on their personal devices when using that personal device in a school. If you are deemed to be using a personal device inappropriately, your device may be confiscated until your parents are contacted. Administrative Procedure 354 will be followed. The bus is an extension of the school. Infractions involving personally owned devices will be dealt with in a manner in line with infractions that occurred at school.

Bullying and Cyber Assault Policy

RECS is committed to providing a safe and caring learning environment in which all individuals are treated with respect and dignity. We strive to prevent and discourage any form of bullying or harassment (bullying, cyber bullying, written/texted, physical and verbal intimidation, teasing), and educate our students on prevention, the importance of being an active bystander, and the consequences of these behaviours.

Our students understand that bullying is a very serious issue and a form of assault that can result in suspensions and even a request for expulsion and/or criminal charges. We ask that any of our students who are aware of or receiving threats help us create a safe environment at RECS and our students so that we can deal with these matters before they get out of control and do so in a confidential matter that respect all students involved in each case. See **PRSD10 Policy 5.24 (Student Harassment and Bullying)** and **5.22 (Student Discipline)** for more details.

Alcohol & Drugs

PRSD10 Policy 5.33 (Alcohol, Restricted and Illicit Drug Use by Students) states, “in order to maintain a quality learning environment, students shall not consume, be under the influence of, in possession of, traffic in or distribute alcohol, restricted or illicit drugs at school or on school or on school related activities”.

Should anyone be suspect of carrying on an of these activities, the student will immediately be asked to open his or her locker in accordance with PRSD10 policy, be escorted to the office, have parents/guardians notified and the student will have to wait for their parent/guardians to pick them up as “the student will not be permitted to remain on school property”.

The student will receive a 2 to 5 day suspension, may be reported to the police, and may be referred for counselling. Continuous abuse of this policy will result in more severe consequences as stated in policy 5.33.

Exam Policies & Expectations

Final Examinations

Most courses offer a final examination as a part of the course evaluation. The value of a final examination will vary with the course. Grade 9 Provincial Achievement Examinations will be used as final examination.

Grade 12 Provincial Examinations count for 30% of the student's final mark. Students are cautioned to continually review their course work.

Exam Procedures

During any exam, students are expected to abide by the following procedures:

- During the exam, students are expected to remain in the exam room until their exam is handed into the supervisor. At this time, and only at this time, will students be allowed to leave the exam room. Senior High students are permitted to leave the exam room one hour after the exam has started.
- Once a student has left the exam room, he or she will not be permitted re-entry.
- All final exams written during exam week begin promptly at 9:00 am or 1:00 pm. If a student is late, he or she will not be permitted extra time to write the exam.

Final exams, PAT exams and Diploma exams

Provincial Achievement Tests (PAT) and Diploma Exam dates are set by Alberta Learning and cannot be arranged to be written on another date or time. In the case of an emergency medical situation, parents/guardians must speak directly to the school principal and provide documentation from a physician. Final, PAT and Diploma Exam dates will be posted around the school and on the school's web page.

It is expected that students take responsibility for all of their class work and regularly review and practice concepts and terms at home in order to ensure their success on quizzes, unit and final exams. Teachers provide students with exam strategies and are available for extra help. The only things permitted in a classroom during an exam are: pens, pencils, erasers, sharpeners, white-out and teacher approved calculators or data sheets for Mathematics and the Sciences. Cell phones and personal technology must be turned off and given to the exam room supervisor for return after completing the exam. Cell phone disruptions, talking, or cheating can result in the confiscation of the exam and/or other disciplinary actions by the school.

In-class Unit Tests and Quizzes

Quizzes and unit tests determine whether students are meeting Alberta Learning Curriculum Outcomes at each grade level and provide teachers with data necessary to enhance student learning and increase achievement levels on final exams. Teachers provide their students with adequate practice time to prepare for unit exams, making students aware of exam dates well in advance of the exam date, and parent/guardians and students are asked to avoid planning holidays that overlap the exam date. Students who are aware that they will miss a unit exam must inform their teacher at least 3 days in advance to arrange a date to write the exam under the supervision of a staff member.

Academic Dishonesty

Academic dishonesty occurs when a student engages in any illegal or improper activity for the purpose of improving a grade or a test score. This includes, but is not limited to:

- Any form of cheating including giving or receiving answers to tests, quizzes and/or assignments without the teacher's authorization
- Plagiarizing including...
 - Submission of essays, reports, projects or assignments that are not original works by the student - including those that are the works of other students-unless otherwise authorized by the teacher
 - Failure to cite sources for quotations and/or paraphrases and/or include a Works Cited/Bibliography in the essay, project or assignment when one or more secondary sources are used .

In the event that a student plagiarizes on classwork, the student will be given the opportunity to redo the assignment without plagiarizing. The student must resubmit their work to the teacher on the specified due date; time allowed to work on the redo will be less than the original time allotted for the work. The work will not be accepted after the specified due date. Should the student choose not to redo the work, he or she will have earned him or herself a zero for plagiarism.

Report Cards

Elementary Report cards for students are issued at the following times during the year:

- Fall Reporting – Nov 22, 2019 (Parent Teacher Interviews) the following week
- Winter Reporting – March 13, 2020 (Parent Teacher Interviews) the following week
- June Reporting – June 25, 2020

Junior / Senior High Report cards for students are issued at the following times during the year:

- Mid Semester One November 15, 2019 (Parent Teacher Interviews) the following week
- End Semester One – January 30, 2020 (Parent Teacher Interviews) the following week
- Mid Semester Two – April 17, 2020 (Parent Teacher Interviews) the following week
- End of Semester Two – June 25, 2020

Parent Teacher Interviews

In addition to the designated Parent/Teacher Interviews times, we encourage parents / guardians to visit our school and discuss mutual interests and concerns pertaining to the progress of the student(s) at any period throughout the school year. Parents / Guardians can request a conference by phoning or writing the teacher and arranging a suitable appointment time.

Graduation Policy

Graduation is dependent on the completion of 100 credits of course work, including several mandatory subjects. For more information please contact the principal. In order to participate in the graduation ceremony in June, students must have successfully completed 80 credits as of February 1st of that graduation year and be enrolled in the remaining required 20 credits. The student must also be passing all required classes.

Volunteer Policy

Red Earth Creek School welcomes all residents to volunteer.

To help within our school or volunteer to supervise a field trip we require all volunteers to submit a criminal record check to our office manager. This is to ensure the safety of our students.

Lockers Policy

Searches of persons or personal property

The Board of Trustees believe that individuals should have a right to privacy with respect to their personal property, however privacy rights may be reduced or extinguished to protect the rights and enhance safety and security of all students. The Board of Trustees requires school officials to follow the regulations set out in this policy with respect to the searching of individuals or their personal property, whether those officials are acting on their own, or in concert with a government authority.

REGULATIONS:

1. Subject to this policy and the regulations thereunder, school officials shall take reasonable steps to protect a student's right to privacy.
2. Students and their parents shall be informed at the beginning of each school year or semester regarding any Divisional and school policy in effect that student property is subject to searches at any time of a general administrative nature for contraband and rule violations (Appendix I).
3. a. Before conducting a search, for any reason other than those described in regulation 2 above, there must be reasonable grounds for belief that a criminal offense is being committed or has been committed. A search of the person or property in this instance will provide evidence in these matters, or will lead to conclusion that the commission of a criminal offense will occur.
- b. Reasonable grounds for a search may be found in the following context:
 1. information received from one student considered to be credible; or
 2. information received from more than one student, or
 3. a teacher, other staff member or principal's own observations.
 4. Information received from another source considered to be credible; or

5. Any combination of these pieces of information which the relevant school authority considers to be credible.
- c. The grounds for conducting a search shall be recorded in writing by the principal and kept on file.
 - d. The student's consent to the search of property shall be sought, wherever reasonably possible.
 - e. The student should be present during the search, wherever possible.
 - f. At least one witness shall be present wherever reasonably possible when the search takes place.
 - g. Parents or guardians of the student shall be informed of the search and the reasons for it, prior to or after the search takes place, as circumstances warrant.
 - h. Any search conducted pursuant to this policy shall be carried out in a sensitive manner and with the minimal amount of intrusion.

Lice Policy

Head Lice are not a health hazard, a sign of poor hygiene, or a vector for infectious disease. Head lice are spread mainly through direct head to head or hair to hair contact; however, they can occasionally be spread through clothing or personal items (such as hats or hair brushes). Head lice do not hop (jump), swim or fly, but can crawl at a rapid rate. Head lice can survive for up to two days away from the human host. Definitive diagnosis of a head lice infestation requires the detection of a living louse. Approved lice products only target a live louse, not the nits. If only nits are found, families should continue to check for a live louse every few days and treat only once a live louse is found. Disclosure of a head lice infestation to parents is not required but is recommended to allow parents, or organizations where transmission may occur, the opportunity to break the chain of transmission. AHS recommends that families of children in the classroom where a case of active head lice has been detected be alerted that they MAY have been exposed. Schools are able to use <https://www.albertahealthservices.ca/assets/info/school/if-sch-sh-head-lice-and-how-to-treat-them.pdf> when alerting families of children in the classroom where a case of active head lice has been detected, Periodic reminders will be sent home to parents to check their child's head three times a year.

Outside Policy

Recess & Breaks

- Students are expected to be outside during the breaks, except when the weather is extremely inclement (minus 20 degrees, including windchill). Students are expected to dress accordingly.
- EXCEPTION - Students who present a note from parents may be excused from the outside policy for that particular day.

Weather Policy

Bus Cancellation

From time to time student bus transportation may be hampered by inclement weather conditions and measures shall be taken to ensure safe student transportation during cold and inclement weather conditions. Buses will be equipped with emergency supplies. Buses will not operate on days when the morning temperature at 6:00 a.m. is minus forty degrees Celsius (-40°C) or lower; wind chill may be considered. Buses may not be required to operate during severe storm, drifting snow conditions or wind chill conditions when there is a severe morning wind chill factor.

Junior High School Courses

Grade 7/8/9

Core Subjects

Language Arts
Mathematics
Social Studies
Science
Physical Education
Health

Sr. High Courses

Grade 10

Core Subjects

Social 10-1/10-2
Math 10C/10-3
Physical Education 10
Science 10/14
CALM
English 10-1/10-2

Grade 11 Core Subjects

Social 20-1/20-2
Math 20-1/20-2/20-3
Physical Education 20
Biology/Chemistry/Physics 20
Science 24
English 20-1/20-2

September 6, 2019

Grade 12 Core Subjects

Social 30-1/30-2
Math 30-1/30-2/31
Physical Education 30
Biology/Chemistry/Physics 30
English 30-1/30-2

* Career Transitions (Work Experience), Special Projects and RAP may be scheduled into any block.

High School Diploma requirements

To earn an Alberta High School Diploma, a student must:

- earn a minimum of 100 credits
- complete and meet the standards of the following courses:
 - English 30-1 or 30-2 or Francais 30-1 or 30-2
 - Social Studies 30-1 or 30-2
 - Mathematics 20-1, 20-2, or 20-3
 - Science 20 or 24 or Biology 20 or Chemistry 20 or Physics 20
- complete and meet the standards of the following:
 - Physical Education 10 (3 credits)
 - Career and Life Management (CALM) 20 (3 credits)
 - 10 credits from career and technology studies (CTS) or fine arts or second languages or Phys Ed 20/30
 - 10 credits in any 30-level courses in addition to English 30-1 or 30-2 and Social Studies 30-1 or 30-2

Field Trips

In order for students to participate in field trips, students should be in regular attendance. Students are expected to complete required work. If students are not attending, parents must provide a written note explaining the absence. Final decision will be left with the school, especially if academics and attendance are in question.