

**Student
HANDBOOK**



2021-2022



STAR CITY SCHOOL
NORTH EAST SCHOOL DIVISION #200
BOX 400 STAR CITY, SK S0E 1P0
Ph: (306) 863-2353 Fax: (306) 863-4161
Principal: Mr. Rob Unruh

Dear Students and Parents:

I would like to begin by welcoming our new students and their families. Welcome back all returning students. I hope you were able to take advantage of the hot weather we had, and I hope you enjoyed a restful summer break. We are very excited to be back to school and we anticipate a school year that will be closer to normal. There may be bumps that we will need to navigate as we continue to learn to live with COVID-19, but that will not keep us from our mission to learn and grow together.

As we begin the 2021-22 school year, we look forward to many exciting learning opportunities. Without a doubt we will experience joy, excitement, trials and conflict. These are all normal experiences. At Star City School we want to teach and learn Respect for self, others and property as we navigate through each and every situation. Mistakes will be made, my hope is we will all learn from those mistakes and we will all be better for it.

My hope for each student as well is that we will become more confident and comfortable taking risks in education. Failure can be a good thing when we are trying our best. However, I don't believe it is okay to fail if we are unwilling to give our best effort. I know and believe that each one of us has the ability to learn and I look forward to seeing that growth in each one of our students and staff this school year.

Have a great school year everyone!!

Sincerely,

Rob Unruh
Principal

Mission: To provide rich opportunities for learning & growth.

Vision: Creating a positive climate through educational programs and shared leadership, while involving families and the community.

Values: We value: Positive Relationships, Trustworthiness, Accountability, Respect,

Students, staff, and parents will strive to:

Create a safe environment which fosters a love for learning

Maximize individual strengths and potential through a balance of academic and extracurricular programs

Enable students to think logically, independently, and creatively

Promote acceptance, respect, and responsibility for self and others

Value the diverse needs of our students and the role of families and community

Motto: Learning & Growing Together.

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STAR CITY STAFF

Staff Member	Position
Binning, Desirea	Teacher/DET
Dzurka, Cassandra	Teacher
Ford, Beverly	Educational Assistant
Jung, Kendra	Admin. Assistant/Librarian
Kiverago, Hunter	University Intern
Krawetz, Brandon	Teacher
MacGillivray, Laura	Educational Assistant
Mason, Debbie	Teacher
Meier, Norma	Teacher
Strydom, Lian	University Intern
Unruh, Rob	Principal
Veinot, Blake	Custodian
Wagner, Morag	Teacher
Wilson, Carla	Custodian

TELEPHONE NUMBERS

School Office 863-2353

Email: starcity@nesd.ca

Principal: unruh.rob@nesd.ca

SCHOOL FEES

Caution Fees

Star City School does not collect caution fees, if students lose or damage textbooks and library books they will be charged directly for a replacement copy.

Exceptions: Fees will still be collected for some extracurricular, and PAA classes if students choose to upgrade their project using different material (ie. Maple instead of pine).

STREET SHOES

Students must remove outside footwear in times of inclement weather. **Students should have a second pair of non-scuffing shoes to wear in the school at all times.** Indoor shoes will be kept in homeroom classrooms, lockers or on boot shelves. Indoor shoes should be worn at all times in the school.

BEFORE SCHOOL HOURS/AFTER SCHOOL HOURS

Supervision of the school begins at 8:45 a.m. Students should not be arriving prior to the start of supervision period. Students should check with the teachers during the day if they plan to use the school facilities after 3:25 p.m. as only bus supervision will occur from 3:25-3:35. In general, a teacher is at the school until 4:30 p.m. should students need to use the library, computer room, or labs.

SPARES

Students on spare are free to leave the building but must sign out at the office. If a student chooses to stay at the school during a spare, they may be assigned to the library as long as that practice does not interfere with the normal function of the library. Students are encouraged to use their spares to complete other course work and may be assigned an alternate classroom to work on courses.

SCHOOL OPERATIONS

A pleasant, orderly, and safe school environment provides an atmosphere, which promotes learning.

Students are expected to conduct themselves at all times in a way that shows respect for teachers, support staff and fellow students.

Students are expected to be punctual and attend regularly. All persons shall be regular and punctual in attending class and attending to assigned duties or agreed upon commitments.

Students are expected to be diligent and complete assigned tasks in a timely fashion. While all persons shall be entitled to assistance and support to complete the tasks assigned to them, the Board expects all persons to be ultimately responsible and accountable to ensure that they complete assigned tasks in a reasonable and responsible fashion.

We expect that while undertaking educational endeavors, all persons will display courteous, cooperative behavior and respect for the rights of others.

It is expected that each school will establish rules of behavior at school and school sponsored activities. Students attending school or school sponsored activities will:

- a) Observe reasonable standards with respect to cleanliness and tidiness of person
- b) Refrain from using tobacco in any form, including e-cigarettes and vape pens.
- c) Refrain from using or being under the influence of alcohol or illegal drugs.
- d) Refrain from using profane language, from teasing or verbally abusing others
- e) Refrain from bullying and intimidating others
- f) Refrain from sexually harassing others
- g) Will respect property ownership and refrain from unauthorized use of property or material belonging to others.
- h) Refrain from the use of violence or excessive force to impose their will on others.
- i) Refrain from using weapons or threats to intimidate, humiliate or harm others.

The Board expects that all persons associated with the educational enterprise will conduct themselves in a manner that brings credit to that enterprise at all times. The Board further authorizes its administrative officers, teachers and other appropriate personal to take disciplinary action as outlined in the Education Act or Policy 409 where conduct is such that disciplinary action is required.

Locked Doors

For the safety of students and staff, all doors are locked from the outside from 9:15 am to the end of the day. The front entrance and the east entrance remains open from 8 am – 5 pm each day for emergency purposes.

BELL SCHEDULE

7-12 High School

8:45	Expected arrival time-Students are not to arrive early unless special arrangements are made with the staff.
8:55	Students are expected to be in the classroom with all of the required materials
9:00	Classes begin immediately following O Canada and attendance
9:00-10:02	1 st period
10:02-11:04	2 nd period
11:04 – 11:14	10 minute break
11:14 - 12:16	3 rd period
12:16 – 1:00	Lunch is to be eaten in the Multipurpose Room (Grade 7-12)
1:05 - 2:07	4 th period
2:07 – 2:17	10 minute break
2:17-3:19	5 th period

K-6 Elementary

8:45	Expected arrival time-Students are not to arrive early unless special arrangements are made with the staff.
8:55	Students are expected to be in the classroom with all of the required materials
9:00	Classes begin immediately following. Attendance will be taken
10:30-10:45	Recess
12:20-1:00	Lunch & noon break. K-6 students eat in classrooms.
1:00	Bell rings to come in and start 4 th period class
2:02-2:17	Recess
3:20	Dismissal

ASSESSMENT PRACTICES

Students at Star City School will be assessed using both Formative and Summative Assessment.

Formative Assessment- Is for practice only it is not used as part of the report card mark but gives an indication of what students have learned and what they still need to learn. Examples of formative may include: daily work, group assignments, homework, and practice sheets

Summative Assessment- Is used to ‘sum’ what you have learned. A grade will be assigned and used toward the report card mark. Examples of summative may include: tests, performance task, presentations and rubrics.

CHEATING

Cheating includes illegal use of unauthorized materials or copying on exams, internet fraud, electronic plagiarism, or copying of other student’s assignments which are to be submitted for marks, and plagiarism. Cheating will not be tolerated; any instances will be handled at the discretion of the teacher and/or the administration.

REPORT CARD

– Report cards will be sent out via e-mail at the end of each term; Nov. 17, Feb. 3, Apr. 26 & June 30. Student Grade books can be accessed at any time through the Student Achieve portal on the Star City School website. Students and parents who require a password or need them reset, are asked to contact the school. Student Led Conferences will take place on the evenings of October 6 & 7, and March 8 & 9.

ASSIGNMENTS AND HOMEWORK

Assignments, projects, and homework are necessary extensions of class work. They provide for individual work, discovery and practice. The due dates are expected to be honored by the students. Please talk to the teacher giving the assignment, if you cannot meet the due date, or experience difficulty with it. When a student is absent, missed assignments, notes, etc. are expected on due dates unless she/he meets with the teacher to change the date. Failure to do so can mean having to spend extra time at lunch (Tutorial), before or after school.

STUDENTSACHIEVE

Just a reminder that parents can access assignments, due dates, marks and exams dates on the parent portal for Student's Achieve. The link for Student's Achieve can be found on the Star City School homepage. Usernames and passwords were sent out to all parents last spring, however if you have misplaced yours please contact the office and a new printout can be sent to you.

STAR CLUB

“STAR” stands for **“Students Taking Academic Responsibility”**. Students who are behind, falling behind or who have submitted work not up to the standards necessary are required to attend. Other students that want more time or want some help (from a teacher) can opt in as they like, as well. For the majority of students, these noon tutorials have been successful. Students that use their time in STAR Club have used their time wisely, and have benefited in their learning.

Taking **responsibility** for one's learning includes submitting/completing work on time and is supported by Section 150(3)(d) of the Education Act 1995 to “be diligent in his or her studies”. Additionally, **choosing to learn** and **excellence in academics** requires feedback on one's performance, which is more beneficial when it is given in a timely and immediate fashion; something that cannot occur if teachers are not in possession of student work. To support this end, please note the following:

A. Teacher Responsibilities

- a) At the time summative assessment/assignments are provided a due date shall be given and placed in StudentsAchieve.
- b) Adequate in-class time to complete assessment tasks/assignments will be provided to students with the understanding that sometimes homework may be warranted.
- c) Where summative assignments are large in nature, teachers will chunk them into smaller due dates to insure that students are maintaining appropriate pace to complete the assessment on time
- d) If, based on their observations of a student's work and progress, a teacher deems a student to be behind or having difficulty, they will reiterate expectations of assignment/task, check for student clarity and proactively recommend **STAR**.

STAR is a strategy used to ensure student success at Star City School. Teachers will monitor daily student work to ensure time is wisely used and work is being completed. **STAR** operates on the proactive approach. It is **not a reaction to a late assignment**, it is not a detention or a punishment for behaviour demonstrated in class. Issues of behaviour are to be directed to the administration. The focus of **STAR** is for those students who voluntarily come in or for those who are “flagged” by instructors as not likely to be finished on time.

B. Student Neglect of Duty

- a) Where a student does not have an assignment/check point completed on the due date then the teacher “**shall**” **supportively** revisit the expectations of the assignment with the student and clarify the expectation that it shall be handed in to the teacher the next day by 9:00 am or be referred to administration for “**Neglect of Duty**”. The referring teacher will recommend **STAR** to the student and keep the record of attendance.

*Following this discussion and pro-active support, “**CONFIRMED**” parental notification “**must**” be made that the assignment has not yet been submitted.*

- b) Where students do not complete their assignment the next day, they will be referred to Administration for “**Neglect of Duty**”:
 - i. Students referred to Administration for “Neglect of Duty” will be placed on an admin. release from regularly scheduled classes until such time that the assessment is completed. A student may also be placed on Athletic Probation where in which that student’s participation in extra-curricular activities may be limited or suspended entirely until the assignments are completed in a manner considered satisfactory by the classroom teacher.

NOTE: Students are responsible for course material missed during their Admin. Dismissal

- ii. Chronic instances of “Neglect of Duty” will result in progressive discipline measures.

Students that opt-in to the STAR Club may be permitted deadline extensions. They must make arrangements with their teacher, and they must attend STAR Club each day and apply themselves with dedication to steady work on this assignment. Teachers will consider deadline extensions only through this arrangement.

Students that have done **work not up to the standard expected** are **required to attend**. This may include not answering in sentences where directed, not showing work where required, not completing all parts of an assignment, or other unacceptable work. Their teacher will inform them and inform the STAR Club supervisor.

DISCIPLINE POLICY/PROCEDURES

The Education Act states that students are expected to behave in a respectful and disciplined manner to all members of the school community. From time to time discipline issues arise and these will be dealt with by the school staff.

Considerations are made that take into account past history and timing, nature of the offense, seriousness of the offense, and restitution the offender is willing to make.

Acts such as obscene language, verbal and physical abuse, harassment, damage to personal or school property, failure to complete assigned tasks, disrespect for authority and use of tobacco, alcohol or drugs will lead to escalations in the discipline procedure at Star City School.

Parents will be informed of any serious offense that takes place. Students may have any number of consequences to face as a result of the nature and seriousness of the incident in question, as well as the student's past history. Consequences may include one or all of the following:

- Verbal Reprimand
- Restitution
- Parent Notification
- Detention
- Loss of privileges such as field trips, dances, and/or sports participation
- Meeting with parents, student and teacher
- Student Contract
- In-school suspensions
- Out of school suspensions
- If improper behavior continues after one or all of these steps have been taken then a discipline committee can be struck that will include parents, student, in-school administration and the Superintendent of the North East School Division responsible for Star City School. If the problem is not solved expulsion would be the last action.

We strive to provide a safe, caring and fun environment for all members of the school community and we will take the steps necessary to make sure this is the case. We find one of the most important pieces in helping students through any discipline problems students may face is support from parents and guardians. We prefer to work with parents to help find solutions that can lead to improved behavior and hopefully success at Star City School.

It is Assumed:

1. Before any contact is made with the parents, the teacher has done everything in their means to help the student modify their behavior.
2. The student has been given alternatives and encouraged to correct the misbehavior in positive ways.
3. Situations occur in educational settings that do not allow "blanket" consequences, but the staff and administration hope to use fairness and professionalism and cooperation from home to deal with issues that arise.

ATTENDANCE POLICY

1. Regular and punctual attendance is a legal requirement for all students under the age of 16.
2. Both tardiness and absenteeism can be a disturbance to the rest of the class.
3. Students with poor attendance often have problems completing their course/grade successfully.
4. It is expected that doctor, dentist and other such appointments be made **after school or on school breaks** wherever possible to ensure students do not miss class time. Appointments such as haircuts and tanning cannot be authorized during class time.

I. Student and Parent/Guardian Responsibility

As per Section 150(1)(a) of the Education Act, 1995 it is the responsibility of every pupil to “attend school regularly and punctually”.

- a) Exceptions to school attendance as outlined in Section 157 of the Education Act, 1995 include reasons:
- For unavoidable causes considered to be sufficient by Administration;
 - For a holy day of the church or religious denomination of which the pupil or the pupil’s parent or guardian is a member;
 - For the purpose of receiving medical or dental treatment;
 - For the purpose of accompanying his/her parent or guardian on a period of extended travel outside the school division so long as pro-active measures are taken by the family to maintain reasonable continuity in the progress of the pupil in his/her courses of instruction.

For reasons of administration and safety, whenever a student is absent for any reason, parents or guardians must phone the school at 306- 863-2353 to report the absence. Absences should be reported to the administrative assistant before school starts in the morning.

Students leaving school during the school day MUST sign out at the office. Students arriving late for class MUST sign in at the office.

ACCEPTABLE ABSENCE:

1. Religious holiday
2. Compassionate – i.e. Death or serious illness in the family
3. Sickness or medical
4. Buses not running
5. Approved school activities
6. Students may need to miss school on occasion because they are helping with the family farm or business. The school attempts to show some leeway, where a students’ marks and grades warrant.
7. Other reasons may apply provided prior arrangements are made with the school administration

GRADE K – 9

1. Students who are under 16 and have not completed Grade 9 must by law attend school regularly.
2. Parents are expected to phone the school prior to a student's absence at 863-2353.
3. Missing an examination or other assessment may result in staying at school outside of school hours to write the test.
4. If a student must leave the school, it is the student's responsibility to notify the teachers of his/her absence prior to leaving. Absence with failure to notify teachers will be considered as truancy.
5. Students asked to leave a class due to being disruptive may be considered absent and required to do make-up time.
6. Students may be asked by the classroom teacher or administration to make up lost time because of absenteeism. This will be done outside of school time (mornings, noon hour, or after school).

When students miss classes for any reason, it is their responsibility to find out what they have missed and to make every effort to get caught up as soon as possible. Students who habitually miss classes or come late to class without valid reasons will be dealt with by the administration.

GRADE 10-12 ATTENDANCE

1. Students are to be accountable and responsible for their own actions.
2. Lapses in student attendance will be documented.
3. An attendance review board will be convened if a serious problem develops.

Students who are removed from a class by their teacher for disciplinary reasons or for causing continual disruptions will also be issued an authorized absence. If students come late to class the classroom teacher may have that student stay after school to catch up on what was missed.

FIVE (5) ABSENCES IN ANY COURSE WILL RESULT IN A LETTER BEING SENT HOME TO PARENTS TO INFORM THEM OF THE ATTENDANCE SITUATION.

TEN (10) ABSENCES IN ANY COURSE WILL RESULT IN A MEETING BEING SCHEDULED WITH THE STUDENT, PARENTS AND ADMINISTRATION. THE ISSUE WILL BE DISCUSSED AND AN ATTENDANCE PLAN DEVELOPED.

FIFTEEN (15) ABSENCES IN ANY COURSE, FOR ANY REASON MAY RESULT IN REMOVAL FROM THAT COURSE UNLESS THERE ARE UNUSUAL CIRCUMSTANCES.

(Any school-sponsored events (field trips, sporting events, etc.) do not count towards the total number)

Appeal Process

In the event that an extenuating personal circumstance occurs that results in a student accumulating more than 15 absences (excused or unexcused), then parents/guardians must complete the Application of Appeal – Extenuating Circumstances or Application for Exemption – Prior Knowledge to initiate a formal review.

DRESS CODE

A reasonable standard of dress is expected in Star City School. A clean, safe, and neat appearance is the general theme of the code. Fashions reflecting antisocial values, vulgar or suggestive thoughts, or promoting alcohol, tobacco or drugs are not to be worn. Revealing clothing is also not to be worn. Each student's attire is to promote a positive, safe and healthy atmosphere within the school. Students who disregard this policy will be asked to change. This can be done at the school if they have something more appropriate, or they will be sent home to do so if they are unable to find something acceptable.

Non-Scuffing shoes should be worn in the building. Students are expected to have a change of clothing for their physical education classes if required by the teacher.

COPY MACHINES AND COMPUTER PRINTERS

Personal item (i.e. Music, recipes, patterns, etc.) to be copied will cost 10 cents/page this must be done after school come to office with money to pay for copies. Notes and resource material for class assignments will be copied at the subject teacher's discretion.

Fire drill and severe weather practices, lock down and evacuation procedures will be reviewed and practiced throughout the school year with students and staff.

INTRAMURALS

Noon sports in the gym are organized and supervised by the teachers. Check announcements for details. Proper athletic footwear must be worn.

LEAVING SCHOOL PROPERTY

Leaving school property during class time and breaks is prohibited. Leaving the school at noon hour is allowed when:

- a) A note from the parent of bused Gr. K-6 students must be provided to the homeroom teacher. The note must be dated, signed with the purpose for leaving, and handed in prior to leaving the school.

BIKES

Students who bring bicycles to school are to park them in the provided bike rack. At no time will the bikes be ridden other than by the owner, home for lunch, or at 3:25 p.m. Students are asked not to loiter around the bike rack.

CANCELLATION OF SCHOOL

Star City School will **ALWAYS** be open during inclement weather. On days when there are severe weather conditions such as wind chill or blizzard, the busses may not run. This decision will be left up to the bus drivers themselves. If a bus is not running, it will be announced on CJVR, CJNE and 94.7 Storm Radio. If buses do not run, lessons will be taught and all bus students will have the opportunity to catch up. It is not recommended to bring bus students in on your own if the roads are deemed unsafe.

LOCKERS

- a) Some students are issued an individual locker
- b) Students are expected to keep all their books and personal items in their **locked** lockers or designated spot in homeroom classrooms. Students are requested to get books from their lockers only at breaks.
- c) Only locks provided by Star City School can be used on the hallway lockers. Grade 7-12 Students will be provided a lock.

**** AVOID FUTURE PROBLEMS BY NOT TELLING ANYONE THE COMBINATION OF YOUR LOCK AND KEEP YOUR LOCKER LOCKED**.**

“In striving for an environment that is safe and conducive for learning, Star City School has adopted the following policy with respect to searching of lockers within the school and vehicles situated on school property. All students utilize a locker within school property must clearly understand they can have **NO EXPECTATION OF PRIVACY** in this locker at any time, and without notice. The Principal or designate may also solicit and utilize the assistance of the Royal Canadian Mounted Police (R.C.M.P.) and a trained Police Canine to facilitate any search. Further, the Principal or designate may direct an exterior search of any vehicle that is parked on school property, again utilizing the assistance of the R.C.M.P. and a Police Canine. Any illegal substances will be turned over to the R.C.M.P. for criminal investigation.

MEDICATION

No medication will be provided at the office (i.e.: Tylenol, Aspirin). Student must keep any personal medications in their locked locker.

NEWSLETTER

Newsletters are sent home at the beginning of each month. If you would like to post something in the newsletter please contact the administrative assistant and provide her with the information you would like posted. If you wish to save paper, the **newsletter is also available by email and on the Star City School website.**

PROPERTY DAMAGE

Students will be charged the cost of repairing or replacing property that was carelessly damaged or broken. It is the duty of the students to report willful or accidental damage to property.

Library

Open Monday – Friday – 8:00 a.m. – 4:00 p.m. and closed at noon.

EXPECTATIONS

1. Sign out all materials, books and textbooks before taking them out of the Library
2. No food or drinks in the Library.
3. Do NOT move the tables without permission from the librarian.
4. Replace chairs under table and tidy your study place when finished.
5. Meetings should not be scheduled for the Library during the school day without the librarian's permission.
6. The students are to work quietly.
7. The loan period for Library materials is two weeks. Overdue lists will be distributed to teachers frequently. The cost of lost or damaged materials will be billed to the student's family.
8. Reference books are not to be removed from the Library. No CDs or Computer disks are to be removed from the Library.
9. Color Inkjet printer is only used by having a staff member print off acceptable material.
10. If students need to check out materials while the librarian is away from her desk, they are asked to record their name, date, item they are wishing to check out and the bar code numbers on the item they wish to borrow on the sign out sheet in the library. The librarian will then record this information in the library system when she returns.

PEDICULOSIS

Public Health nurses are able to provide general education around prevention and will meet with individual parents whose children have contracted head lice. Parents will be notified if head-lice are found in the school.

- TIPS:
- Encourage your child(ren) to treat grooming aids as personal and not for sharing.
 - Stress the importance of not sharing towels, hats and sleeping bags as these items are also know to transmit lice.
 - Older children should be told not to try on hats and scarves in department stores to prevent spread within the community.
 - Children with long hair should keep it tied or braided.
 - Contact the Public Health nurse if you have further questions.

SCHOOL TRIPS

All school trips are student privilege, not necessarily their right. Students must earn trips with appropriate performance and behavior. Before each trip the students involved will have their performance and behavior reviewed as to whether or not they will be included on the trip. It is expected that the majority of the participating group will participate or the trip may be cancelled.

SMOKING/Vaping

Provincial legislation states: No smoking or vaping on or around school grounds. Students should also be aware that the five minute breaks throughout the school day are intended for class changes, NOT smoke breaks. Students are encouraged to utilize this time to get to class on time with the proper school supplies. Students are not to leave the school to have a smoke during this time.

Students who choose to use (or to associate with) smoking and/or chewing products on school property or during the class change breaks should expect the following:

- 1) First Offense
 - a one day in school suspension will be given and parents contacted
- 2) Second Offense
 - a one day out-of-school suspension will be given and parents contacted
- 3) Third Offense
 - a three day out-of-school suspension will be given and parents contacted
- 4) Fourth Offense
 - a ten-day out-of-school suspension will be given with the possibility of a recommendation to the Board of Education for expulsion of the student.
 - parents contacted

The administration of Star City School is prepared to assist in the provision of counseling and other support services for students when requested.

SCHOOL BUS REGULATIONS

1. Students must obey the driver promptly and respectfully. Pupils must obey orders of the monitor or patrol on the bus.
2. The pupil must be on time.
3. Unnecessary conversation with the driver is prohibited.
4. A pupil not returning home by bus must ensure the driver is notified.
5. Parents are responsible for their children between home and the bus stop.
6. All students must be properly dressed for weather conditions and in complete readiness to board the school bus when it arrives at each pick-up point.
7. When boarding the bus students shall, immediately and in an orderly manner, proceed to their seats as assigned by the bus driver. Student shall remain in their seats at all times unless told to move by the driver.
8. Students must not bother each other. There shall be no unruly behavior of any sort.
9. There shall be no tampering with doors and windows or any other part of the bus. No object may be thrown out of the bus; neither is it permitted to have a limb or any part of the body extending out of the bus.
10. No student may leave the bus on the way to and from school except when permitted by the bus driver, or if written permission by the parent is handed to the bus driver.
11. Students must be prepared to board the bus immediately after school and remain there until delivered at the bus stop, except when excused by the bus driver or by written permission of the parent.
12. Alcohol, drugs, tobacco, firearms and the use of obscene language on the bus are prohibited.
13. Bus passengers are expected at all times to be courteous and considerate to each other and to the bus driver.

The bus driver is directed to report pupils breaking these rules to the Principal.

*** For violation of any of these rules, a pupil may be suspended off the bus for up to 3 days per incident. The suspension will be issued by the principal subsequent to consultation with the driver. If the principal and driver recommend a suspension exceeding 3 days, the Director of Education, or designate will become involved and make a decision in accordance to North East Policy 409***

The following procedures shall be followed to ensure that all students are accounted for:

Mornings

Whenever a bussed student will not attend school or if other transportation arrangements have been made, parents shall contact the bus driver (prior to the driver beginning his or her route) and the school.

During the school day and upon bus arrival

Parents must contact the school administration assistant or other designated school staff and bus drivers if there is a change in the transportation status of their child. If your child will not require bussing home this message must be communicated to the same people as mentioned above.

SCHOOL PICTURES

- Thursday, October 21, 2021 at 9:00 AM

Students will not wear hats in their individual or group pictures. The photographer will not take your picture if wearing a hat. "Retakes" are only if:

- If you are unhappy with the pose or expression
- Parents must approve the retake and return the original package signed
- Flaws in the picture occurred due to the photographer or processing error.
- Retakes will take place on Thursday, November 18, 2021 at 1:00 PM.

TELEPHONE CALLS

Telephone calls to and from the school should not be made during class time. Students are asked to get a phone card from the office and use the student hallway phone for local calls. **Parents contacting students via text should not expect their child to respond during class. In case of emergency, parents are asked to call the office to speak to their child.**

SCHOOL VISITORS

We ask all parents, community members, maintenance and delivery personnel to please report to the office so we can assist them with their business at the school.

VOLUNTEERS

Volunteer time from parents is appreciated. Please watch in our newsletter for different volunteer opportunities. If you would like to volunteer for a certain sport or event, please contact the school. We will put your name on a list and contact you when these events are happening and we require help!

STANDARDIZED TEST

Each year students in the North East School Division are administered some standardized tests. The student scores are one of the indicators used for prescribing programming. As well, the results allow us to see where we may have some deficiencies in what is being taught in our school, our division, and our province which in turn increases our chances at improving our education program.

STUDENT REPRESENTATIVE COUNCIL

The Student's Representative Council (S.R.C) is an appointed body through an application process. Their function is to provide leadership and organization of the extracurricular, intramural and social programs of the school. Council members meet regularly, to organize recreational and cultural activities in accordance with the wishes of the Student Body and to promote Falcon spirit. These activities are funded through fund-raisers, which are organized by the S.R.C. or other student groups. Students are encouraged to participate in fundraisers. Fundraisers will be publicized through the school monthly newsletters and posters.

STUDENT EXTRACURRICULAR ACTIVITIES

ALL parent/guardian drivers must have \$2 Million liability insurance.

Students will not drive to school sponsored events.

School Sports (J)unior = Gr. 6-9; (S)enior = Gr. 9-12; B = Boys; G = Girls

- * Volleyball - J, Senior Girls (Coop with TMSS)
- * Cross Country Running - J B/G, S B/G
- * Track & Field - J B/G, S B/G
- * Basketball - J B?G
- * Badminton - J B/G, S B/G
- * Archery - Gr. 4-12
- * Fitness Club - Gr. 7-12

Other Clubs: Canteen, SRC and Grad Decorating, Weight Lifting Club, Jr. SRC, Art club, Cheer club

VOLUNTEERING

Students have an opportunity to volunteer to help out around the school. A service may be acting as an official in a sports game, reading to a student group, making posters, charts, working in the library, etc. Students are able to use these services on resumes when applying for summer or permanent jobs. Please ask at the office for details. Grade 10-12 students will be required to volunteer a certain amount of time to receive Credit hours through the Physical Education program.

Star City School Code of Ethics for Coaches and Athletes

The staff of Star City School volunteers their time to provide opportunities for students to participate in competitive high school athletics. If a sufficient number of athletes wish to participate at a recreational level attempts will be made to accommodate them, providing there are sufficient coaches available to supervise the program.

Star City Coaches are expected to:

- remember that the athletic area is a classroom with moral and education obligations required at all times.
- insist upon a high degree of scholarship from all participants.
- maintain a genuine and current knowledge of that which he/she proposes to teach.
- maintain fair, unprejudiced relationships with all team members.
- pay careful attention to the physical condition of the athletes.
- inspire a love of the game and a desire to compete fairly.
- take a strong stand against profanity, unfair play and **unsportsmanlike** behavior of their athletes.
- maintain self-control at all times and to accept the decisions of all officials.
- teach athletes to win by use of legitimate means only.
- believe in the honesty and integrity of opponents and officials.
- teach that to win is always desirable, but to win at all costs defeats the purpose of the game.

Star City athletes are expected to:

- conduct themselves at all times with honor and dignity, cooperating fully with all coaches and staff members.
- treat visiting teams, spectators, and officials as honored guests.
- faithfully complete schoolwork as practical evidence of their loyalty to school and team.
- show that it is a privilege to represent their schools.
- remember that there is no place in school athletics before, during, or after competition for the use of drugs, tobacco or alcohol.
- maintain a suitable level of fitness.
- be fair at all times no matter what the cost.
- believe in the honesty and integrity of opponents and officials, accepting gracefully and without question the decision of the officials.
- learn and abide by the rules of the game.
- accept both victory and defeat with pride and compassion, being neither boastful nor bitter, recognizing and applauding honestly and whole-heartedly the efforts of their teammates and opponents.
- play hard to the limits of their abilities regardless of discouragement. True athletes do not give up, nor do they cheat, bet or show off.

Star City School is a place where academics is the top priority and participation in extra-curricular activities is encouraged. Students are expected to comply with the Duties of Students as prescribed in the Education Act and to follow all school rules as outlined in the Star City School student handbook. Students who do not meet these minimum requirements may lose the privilege of participating in extra-curricular activities.

STUDENT TEACHER CONFLICT: (Should be dealt with in this order)

1. Parents should telephone or visit the teacher to obtain details of the problem. This should be done after school unless the teacher is able to set up an interview during the school day.
2. If the conflict continues, parents, student and teacher should meet to try and resolve the problem. A mutual exchange of expectations often results in an agreement that suits both parties.
3. If further assistance is required to solve the problem, contact the principal of the school.
4. After all local avenues of resolution are tried; the Superintendent of Schools may be contacted.

TECHNOLOGY

We provide internet access in a variety of locations throughout the school. We are very sensitive to the nature of the internet and the possibility of accessing inappropriate material. Parents must sign a North East School Division permission form. **Use of the internet is a privilege; misuse of the internet will result in the removal of this privilege for cause.**

*Students are not allowed to change the settings that NESD has on our computers *.

CELL PHONE USAGE & ELECTRONIC DEVICES

Students will be permitted to possess cell phones on school property, school buses, and while attending school-sponsored and school-related activities. *The use of cell phones for personal use will be restricted to:*

Before school (prior to 8:55 a.m.)

During lunch hour (12:20-1:00 p.m.)

After school (after 3:20 p.m.)

Cell phones in the classroom will be kept in a bin/basket or other appropriate device near the teacher's desk. Students will only have access to their phones when educational circumstances necessitate their use. Students that chose to work outside of their classroom will not have access to their cell phones. Students will be permitted to keep their cell phones in their locker. However, they will not have access to them during class time. A student in possession of their cell phone during class time without permission may have their phone confiscated for the remainder of the day. When a student has access to their cell phone they must be willing to show their screen to the teacher at any time or they can request that the teacher lock the phone for access to the necessary app.

First Offense – Verbal warning

Second Offense or poor response – Staff will confiscate the phone for the remainder of the period.

Repeated Offense – Device confiscated for the remainder of the day and Parent contact made.

***Students are not to use any electronic device to photograph or video on school property without permission from school officials and peers. Failure to do this may result in confiscation of the electronic device.**

STUDENT CODE OF CONDUCT

A school is a place that promotes responsibility, respect, civility and academic excellence in a safe learning and teaching environment. All students, parents, teachers and staff have the right to be safe, and feel safe, in their school community. With this right comes the responsibility to be law-abiding citizens and to be accountable for actions that put at risk the safety of others or oneself. The Schools standard of behavior apply not only to students, but also to all individuals involved in the publicly funded school system – parents or guardians, volunteers, teachers and other staff members – whether they are on school property, on school buses or at school-authorized events or activities.

Students are expected to utilize the following principles:

- conduct themselves in an appropriate manner when going to and from school, in classrooms, within school, on school grounds, during extended classroom activities, and on school buses;
- apply themselves in all curricular areas and to set high standards for personal achievement;
- attend school and classes on a regular basis and be punctual;
- dress in a manner which reflects purpose and propriety;
- be considerate of the thoughts, feelings and heritage of others;
- be free of illegal drugs/alcohol, possession, use or influence during any time they are under the jurisdiction of the school district;

Towards ensuring the above, we will create an environment which will encourage students to exercise self-discipline by:

- developing programs which promote appropriate behavior;
- using methods and procedures which enhance self-esteem and self-discipline;
- providing opportunities for students to practice cooperative classroom behavior;
- using procedures which model fairness, equity and respect;
- establishing a code of conduct consistent with Board policy.

*Students must follow the **'School Wide Behavior Expectations'** that fit in with the above mentioned*

All students are entitled to ‘The 3 R’s’

Respect

- * I respect myself
- * I respect others and I treat others with respect
- * I respect school property and my physical environment

Rights

- * I have the right to be safe in school
- * I have the right for my property to be safe in school
- * I have the right to learn
- * I have the right to be happy

Responsibility

- *I have the responsibility to make the school safe
- *I have the responsibility to respect other’s property
- *I have the responsibility to come prepared to learn
- *I have the responsibility to treat others with care.

WHEN IS THE STUDENT CODE OF CONDUCT IN FORCE?

The Student Code of Conduct is in force:

- On school property prior to, during and following regular school hours when school is in session or when school activities are in operation
- While students are on the school bus or in a division vehicle for any reason
- When a student’s conduct to and from school and/or at the bus stop has a harmful effect on the other students, the community or on the orderly educational process
- At all school sponsored events and other activities where school administrators have jurisdiction over students
- **When a student's out-of-school conduct indicates that the student presents a threat to the health, safety, or welfare of other students and staff.**



FALCONS FIVE

	SOCIAL Pro-Social Behaviour in Various Settings	TRUSTWORTHY Following Through	ACCOUNTABILITY Responsible for My Behaviour	RESPECT Self, Others and Property	SELF-REFLECT Think Back, Plan Ahead
Classroom	<ul style="list-style-type: none"> - Choose to be positive - Use respectful language - Show yourself friendly towards others even if they are different than you - Be understanding of the learning needs of others - Show good listening skills - Contribute positively to class activities - Be willing to show that you care about all of your peers 	<ul style="list-style-type: none"> - Show good character by being on task even when no one is watching - Follow through on class expectations - Make good choices - Commit to successful learning - Do what you say you will 	<ul style="list-style-type: none"> - Be on time and prepared for learning - Display on task behaviour - Do your part - Use indoor voice - Let others share ideas - Finish what you start - Ask for help when needed - Lockers are organized and clean 	<ul style="list-style-type: none"> - Treat others as you want to be treated - Allow self to learn - Allow others to learn - Respond politely to requests - Take care of personal belongings - Take care of classroom property - Take care of learning materials 	<p>Did I give my best?</p> <p>How do I make others feel?</p> <p>Did I raise my hand when asked?</p> <p>Did I allow myself and others to learn?</p> <p>How did I treat belongings, property, and materials?</p>
Hallways	<ul style="list-style-type: none"> - Use garbage & correct recycle bins - Walk down the right side of the hall - Model community behaviour by picking up garbage 	<ul style="list-style-type: none"> - Go to your next class without loitering - Travel quietly during class times 	<ul style="list-style-type: none"> - Take care of your locker - Only wear headwear upon entering & exiting the building - Remove dirty footwear. - Use the washroom & get a drink during your breaks 	<ul style="list-style-type: none"> - Hands off others and their property - Keep hands off walls 	<p>Have I done my part in keeping our school clean?</p> <p>Have I shown respectful behaviour?</p>

Computer Lab	<ul style="list-style-type: none"> - Use appropriate volume with headphones and voice 	<ul style="list-style-type: none"> - Follow teachers' directions 	<ul style="list-style-type: none"> - Report equipment problems immediately 	<ul style="list-style-type: none"> - Keep food and drink out - Clean up after yourself - Sit appropriately - Push in chairs 	How did I use my time?
Library	<ul style="list-style-type: none"> - Use quiet voice 	<ul style="list-style-type: none"> - Return materials on Time - Follow library rules 	<ul style="list-style-type: none"> - Follow Check-In & Check-Out Procedures - Tidy up after yourself 	<ul style="list-style-type: none"> - Keep food and drink out of the Library 	Did I use the library appropriately?
Assemblies	<ul style="list-style-type: none"> - Use appropriate applause - Celebrate others' success as well as your own 	<ul style="list-style-type: none"> - Listening attentively and participate 	<ul style="list-style-type: none"> - Enter and Exit in an orderly fashion - Sit properly where assigned 	<ul style="list-style-type: none"> - Appreciate differences - Be open-minded 	What did I learn today, and how can I use it?
Lunch Area	<ul style="list-style-type: none"> - Chew with your mouth closed - Talk after swallowing your food - Stay seated until dismissed 	<ul style="list-style-type: none"> - Clean up area after eating - If assigned, participate with your cleaning team - Put your lunch kit away. 	<ul style="list-style-type: none"> - Eat your own lunch - Wash your hands before eating - Recycle juice boxes and milk cartons after rinsing 	<ul style="list-style-type: none"> - Accept peers' food choices - Take home uneaten food 	<p>How was my lunch healthy?</p> <p>Did I properly complete my duties?</p>
Washrooms	<ul style="list-style-type: none"> - Use appropriate tone, volume & language 	<ul style="list-style-type: none"> - Keep the washroom clean - Use appropriate amount of toilet paper and paper towel 	<ul style="list-style-type: none"> - Wash hands after using the washroom - Turn the taps off - Flush toilet after use - Tell staff member if there is a problem - Wrap sanitary products 	<ul style="list-style-type: none"> - Give others privacy - Save graffiti for art class 	Did I follow bathroom etiquette?
Bus	<ul style="list-style-type: none"> - Greet and thank your driver - Enter and exit in an 	<ul style="list-style-type: none"> - Clean up after yourself - Follow the drivers 	<ul style="list-style-type: none"> - Comply with safety rules - Stay seated when the bus is in motion 	<ul style="list-style-type: none"> - Care for others - Thank your driver 	How did I follow the schools rules and guidelines?

	<p>orderly fashion</p> <ul style="list-style-type: none"> - monitor your volume - Communicate with partner quietly 	<p>requests</p> <ul style="list-style-type: none"> - Be ready when your bus arrives - Follow bus rules which are posted 	<ul style="list-style-type: none"> - Legs out of the aisle - report graffiti and damage 		
Out of School Activities	<ul style="list-style-type: none"> - Be positive and open minded about learning 	<ul style="list-style-type: none"> - Represent your school in a positive manner 	<ul style="list-style-type: none"> - Follow school rules and guidelines - Clean-up after yourself and others 	<ul style="list-style-type: none"> - Listen and respond positively to chaperones or host - Treat vehicles with care 	<p>Have I been a good ambassador for our school?</p>
Playground	<ul style="list-style-type: none"> - Play safely (one-hand touch when playing tag) - Model community behaviour by picking up garbage - Use positive and respectful language 	<ul style="list-style-type: none"> - Follow playground Rules - Display character by following the rules when no one is looking 	<ul style="list-style-type: none"> - Do not litter - Do not throw ice or Snow balls - Play in a safe manner - Play in such a way that you are not causing injury to yourself or others - Come into the school as soon as the bell rings 	<ul style="list-style-type: none"> - Take care of equipment and bring into the school when the bell rings - Respect for others on the playground 	<p>Did I follow the playground rules?</p> <p>Did I play safely?</p> <p>Was I respectful to other?</p> <p>Did I respond politely to supervisor's request?</p>
Athletics	<p>Represent self, team, and school by following the three Ds - Dedication, Discipline, and Desire</p>	<p>Communicate with your coach and team if not able to attend</p>	<ul style="list-style-type: none"> - Be responsible for equipment, and jerseys - Willing to admit mistakes without making excuses - Willing to make things Right - Strive for a proper balance with academics 	<ul style="list-style-type: none"> - Make all teammates a part of the team - Follow the guidelines that are outlined in the athletic brochure - Always show good sportsmanship 	<p>How have I represented the Falcons?</p> <p>Did I try to make it right?</p> <p>Did I act responsibly?</p>
Lounge	<p>Use appropriate volume, language and tone</p>	<p>Use lounge for visiting only at break</p> <ul style="list-style-type: none"> - Display on task behavior when using 	<ul style="list-style-type: none"> - Lounge is not available for S.T.A.R. - Honour the bell by heading down to class asap 	<p>Keep hands and feet to yourself</p>	<p>Am I respecting the lounge privileges?</p>

	Sit and visit in such a way that is socially acceptable for a school setting	the lounge as an alternate learning area			Am I behaving in such a way that is socially acceptable?
Computer Usage	Use the technology for positive use (no cyber bullying)	Follow teacher's instructions (stay on task)	Re-charge netbooks and ipads when finished with them	Treat technology equipment with care (leave keys intact, make sure wifi is turned on)	Have I followed the NESD acceptable use policy?
S.T.A.R.	Be on time, with your books and netbooks (12:10 pm)	Complete work as assigned	Know when you are assigned to S.T.A.R. Know when you need to put yourself in S.T.A.R.	Work independently	How can I use my time more wisely, thus avoiding S.T.A.R.?
Phys. Ed. Class	<ul style="list-style-type: none"> - Choose to be positive - Use respectful language - Be friendly - Be empathetic - Show good listening - Contribute positively to gym class activities 	<ul style="list-style-type: none"> - Be on task even when no one is watching - Follow through on expectations - Make good choices 	<ul style="list-style-type: none"> - Be on time and prepared for learning - Be on task in a gym setting - Be prepared to follow instructions - Do your part - Use indoor voice - Be prepared for class by being changed out in gym cloths and non-marking runners - Participate in dynamic warm- up to the best of your ability 	<ul style="list-style-type: none"> - Treat others as you want to be treated - Allow self to learn - Allow others to learn - Respond politely to requests - Take care of personal belongings - Take care of equipment - Ask for permission to go into the storage room 	<p>Did I give my best?</p> <p>How do I make others feel?</p> <p>Did I allow myself and others to learn?</p> <p>How did I treat the gym equipment?</p> <p>Did I come prepared for class?</p>

Behaviour Response Guide

Level 1:

These behaviours are handled by the attending staff member and are addressed through implementing expectations for learning and behaviour. Level 1 behaviours are reinforced continually in our classrooms. Chronic level 1 behaviours should be documented in TPM.

<ul style="list-style-type: none"> - Not following through on day to day expectations for learning and behavior in a variety of situations - Lack of compliance towards school rules in a variety of situations - Respect for other students - Showing on-task behavior in a variety of learning situations - Making good choices during recess or break time 	<ul style="list-style-type: none"> - Lateness and tardiness - Getting to class and having materials ready - Conducting oneself in a way that is polite and respectful - Attitude towards school and learning - Responding to requests with promptness - Utilizing the in school tutorial supports (Star)
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Level 2:

These behaviours are handled by the attending staff member. Chronic behaviours should result in a TPM progress report. Teachers need to communicate with parents and seek out support from RTI team and administration.

<ul style="list-style-type: none"> - Cheating or plagiarism - Inappropriate representation of school (sports, field trips, etc) - Inappropriate Internet sites - On willing to comply or opposition to authority - Refusal to conform to the rules of school in a variety of situations - Disrespect towards other Students - Using inappropriate language 	<ul style="list-style-type: none"> - Aggressive behaviour - Racial and other derogatory slurs - Teasing or derogatory remarks - Irregular attendance - Invasion of personal space - Inappropriate clothing - Harassment or Bullying
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Level 3:

These behaviours will result in an immediate referral to the school administration and RTI. Communication will occur with the parents and documentation from TPM will be used to intervene. Counseling and other supports will be sought out.

<ul style="list-style-type: none">- Intimidation or threats- Bullying and harassment- Defiance towards teacher or staff member- Illegal substances- Fighting or instigating a fight- Gross misconduct as defined by the discipline policy- Continuous disregard for school rules that lead to safety concerns	<ul style="list-style-type: none">- Physical Aggression towards students or teachers- Swearing that is directed at an adult or student- Smoking in inappropriate areas- Willfully destroying and abusing school property
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Parental Involvement

Why Get Involved?

Research reveals many benefits when parents are involved in their child's education, including:

Improved student learning; Better attitudes and behavior; Better school attendance; More homework completed; Greater likelihood of graduating from high school; and a better chance of future career success.

Showing an interest in your child's education, setting high expectations for achievement, and letting your child know you believe in his or her abilities sets a positive context for growth and achievement.

What Can I Do at Home?

You can foster school success at home if you

- :*Make sure your child arrives at school well-rested.
- *Make sure your child has a good breakfast before school
- *Set a regular time and ensure a quiet place for your child to do homework.
- *Ask your child what he or she has learned in school each day.
- *Limit his or her television, computer, and video game time.
- *Praise and encourage your child.

What Can I Do at School?

You can strengthen the connection with the school if you:

- *Attend open house night.
- *Attend school programs.
- *Read the school newsletter.
- *Attend School Community Council Meetings
- *Support your child in his or her school activities.
- *Spend time at the school as a volunteer or as a visitor.

Here are some general guidelines for helping with homework:

- *Reward progress; use lots of praise; display good work.
- *Find out how much and what type of homework is assigned in each class, how students are expected to prepare it, and what students can do when they don't understand;
- *Help your child develop a homework schedule that he or she can stick to.
- *Check to see that your child's homework is complete and that they understand it.
- *Have a suitable place for homework to be completed at home;
- *Avoid making homework a punishment.

BULLYING

Bullying occurs when one person derives pleasure from another's pain. Both of these children are victims and losers in the situation.

Bullying generally involves a real or perceived imbalance of power, with the more hurtful child or group attacking those who are less powerful. It includes an assortment of negative acts carried out repeatedly over a period of time generally away from the presence of adults or, in the presence of adults who fail to intercede. A broad definition of bullying is when a student is repeatedly exposed to negative actions on the part. Spreading rumors and excluding the victim from a group are also common forms. Bullying also of one or more students. These negative actions can take the form of physical contact, verbal abuse, or making faces and rude gestures entails an imbalance in strength between the bullies and the victim, what experts call an asymmetric power relationship.

For these reasons we consider bullying to be a very serious matter and will investigate any instances of bullying reported to us, any students involved in such behavior will face appropriate disciplinary action.

Protocol to follow:

Star City Bully Policy and Protocol

Definitions	What to do if Bullying Continues	Ties to Discipline Policy	Advice For Parents
<p>What is Bullying? Bullying is repeated and systematic harassment and attacks on others. Bullying is instigated by individuals or groups. Bullying can be physical, verbal, Social, emotional, racial or sexual. Bullying is an imbalance of power between the bully and victim. Bullying can be mild to severe.</p> <p>What Does Bullying Look Like? Physical violence and attacks such as shoving, poking, hitting, kicking, punching and unwanted touching. Stealing and/or vandalism of possessions. Being left out of a peer group. Acts that humiliate the victim. Cyber-bullying- such as inappropriate email.or text message</p> <p>What Does Bullying Sound Like? Taunting, name calling and put downs. Gossiping and spreading rumors. Threats. Verbal intimidation.</p> <p>Bullying is Not: Isolated incidents of normal peer conflict. Occasional pushing shoving and name calling.</p>	<p>Student: Tell an adult you trust. Tell the supervising teacher. Tell until action is taken. Telling is not tattling.</p> <p>Bystander: Speak up for someone. Tell an adult. STAND UP, SPEAK UP, TELL AN ADULT.</p> <p>Parents: THIS IS YOUR CHILD. Take harassment reports seriously. Get accurate details. Contact the school. (Homeroom teacher first, if no improvement talk to the principal 2nd)</p> <p>School will: Investigate reports. Apply discipline policy. Counsel victim and bully.</p>	<p>So Bullying will be dealt with as any other serious discipline problem: We discipline to correct behaviour. We discipline to maintain a safe environment. We discipline to solve problems.</p> <p>Star City School will take a graduated set of actions when dealing with bullying: Teacher, Principal, Parent, Counselor talks. Loss of privileges, apologies, In-school suspension, Out-of School suspension. Recommendations for expulsion. Assault charges laid by R.C.M.P.</p>	<p>My child is being bullied. What do I do? Tell your child it is not his or her fault. Encourage your child to use his or her head ... not fists. Encourage your child to stand up to bullies ... be confident and look bullies in the eye. Suggest to your child to walk away from a bully and to walk towards friends or an adult who can help. Tell your child that sometimes it's possible to make things better with a joke ... most bullies back down when they don't get the response they are looking for. Tell your child to use the information they have learned in courses taught at school on bullying. As a parent, you are encouraged to inform school staff or administration immediately.</p> <p>My child is a bystander. What do I do? Encourage your child to stand up to bullies. Encourage your child to support his or her friends that are being bullied. Encourage your child to report all incidents witnessed to an adult. Be sure you explain the difference between 'reporting' and 'tattling'. Encourage 'speaking up'.</p> <p>My child is a bully. What do I do? Reinforce with your child the need to resolve conflicts in a non-aggressive way. Spend positive time with your child. Make a point of knowing where your child is. Talk to your child's teacher and principal about the problem.</p>

Obstacles to work around when dealing with allegations of bullying.

- Students not reporting instances of bullying in a timely fashion.
 - o Allegations of bullying need to be dealt with immediately
- Students making false claims of bullying.
 - o Misunderstanding of what is bullying and what is not bullying.
 - o Not knowing the difference between telling/reporting and tattling
- Students making light of bullying.
 - o i.e. two good friends teasing each other and then saying, 'he/she is bullying me', knowing full well that both parties are having fun with each other.

Telling

- The child telling wants to keep themselves or others safe.
- The child telling is concerned about safety.
- The problem is important and urgent!
- Someone may be hurt or in danger.
- An adult is needed to help solve the problem.

Tattling

- The child tattling wants to get someone else in trouble or avoid blame.
- The child tattling may have something to gain; attention, popularity.
- No one is hurt or in danger.
- It is not an important problem, and can be solved without an adult.
- The child threatens to tell on another in order to control the other child.

*Taken from <http://www.togetheragainstabullying.org>

SUBJECTS OFFERED
ALL SUBJECTS ARE COMPULSORY for Kindergarten – Grade 9 Students

English Language Arts, Science, Social Studies, Math, Health, Phys. Ed, Arts Education,
 Practical & Applies Arts (Gr. 7-9 only)

GRADES 10-12

* Students need 24 of the correct credits to receive a Grade 12 standing. Please see Mr. Unruh to ensure you have chosen the right subjects for a full credit standing and for post-secondary entrance.

The following table outlines the classes that are compulsory to Graduate:

Grade 10 minimum 8 credits	Grade 11 minimum 16 credits at the end of 11	Grade 12 minimum 24 credits to graduate (5 must be at a 30 level)
ELA A 10 ELA B 10 SS 10 or History 10 or Native Studies10 Science 10 Math 10 Wellness 10 3 electives at 10 or higher	ELA 20 Math 20 6 additional electives at a 20 or 30 level	ELA A 30 ELA B 30 SS 30, History 30 or Native Studies 30 A Science 20 or 30 A Social Science 20 or 30 2 Credits in a Arts Ed or Practical and Applied Arts at 10,20 or 30 level Wellness 10, PE 20 or PE 30

* Students are expected to study 5 classes each semester unless a class is not available or permission has been granted by the principal and parents.

* Students are required to repeat a subject when 50% was not obtained. Supplemental exams are available in level 30 subjects only.