



STUDENT AGENDA 2017-2018
F.R. HAYTHORNE JUNIOR HIGH SCHOOL

“Well Rounded, Well Grounded, Well Respected, Committed to Learning”

300 Colwill Boulevard
Sherwood Park, Alberta
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www.frhaythorne.ca
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Principal: Mr. L. Hicks

Assistant Principal: Ms. K. Ramsey

Assistant Principal: Mr. B. Salyzyn

Counselor: Ms. Lyndsay Pearson

THIS STUDENT AGENDA BELONGS TO:

Name: _____

Address: _____

City: _____

Postal Code: _____

Telephone: _____

WELCOME TO

F.R. HAYTHORNE JUNIOR HIGH

Our staff extends a warm welcome to all new and returning students for 2017-18. We are here to provide assistance and support in your academic and personal development. We hope your year with us will be an enjoyable experience that proves to be both rewarding and memorable. F.R. Haythorne Junior High was built in 1993 and is located in the eastern section of Sherwood Park. F.R. Haythorne has a student population approximately 700 with 55 certificated and classified staff. With a modern and attractive facility, LCD projector equipped classrooms, wireless environment, two computer labs, chromebooks, SMART Boards, fully outfitted band and drama rooms, applied technology and foods/fashion labs, two gymnasiums, and extensive library, F.R. Haythorne provides all the elements for students to have an engaging and positive educational experience.

F.R. Haythorne provides comprehensive educational programming for Grade 7 - 9 students with regular, honours, modified (Success), and special education programs. In addition to excellent core subject instruction and integrated grade level homerooms, students are offered a wide range of compulsory and optional complementary course offerings at the various grade levels. These include construction, food and fashion technologies, Creative crafts, cartooning, band, musical theatre, art, drama, performing arts, film studies, film production, business entrepreneurship, challenge science & myth busters, culinary tourism, fitness & wellness, interior design, iron chef foods, lego robotics, personal psychology, presentation communication, snacks & appetizers, personal image design, publishing, information studies, apps savvy, football advantage, leadership, video game design, TV and broadcasting, animal rescue, French, world travel geography, wildlife management, and recreational fitness.

F.R. Haythorne has four system based special education classes. The three GOALS classrooms (Gr. 7, 8, & 9) are designed to meet the needs of students with mild cognitive disabilities. The focus of this program is on basic academics as well as life skills and social development. The Focus (Gr. 7-9) program is for students with complex issues and related learning difficulties. Learning and coping strategies, social skill development, and support networks are key areas of this program. Honours programming is offered in Grades 8 & 9. Students must have a minimum average of 80% in their four core subjects and three out of four core subject marks above 80% on their second progress report. They must apply to the program as the average is competitive and varies from year to year.

Character education, citizenship, and student leadership are integral to the F.R Haythorne

experience. Staff, administration, and the parent community maintain very high academic and behavioral expectations for students attending the school. A consistent emphasis on maximizing student achievement has been established. This is partnered with a school-wide character education program. Students are empowered to make positive choices, exercise self-discipline, and are held to a high standard of conduct much as one would experience in a workplace. Students also have numerous opportunities to be involved and demonstrate leadership through such activities as extra-curricular clubs, and athletics. F.R.H. athletic teams have a rich tradition of success and are widely recognized for their sportsmanship, league play, and tournament performance.

MISSION STATEMENT

*“Well-Rounded, Well-Grounded, Well-Respected,
Committed to Learning”*

As evidenced in our academic excellence, student success, high standards for student conduct, diversity of programming, athletic programs, and fostering of good citizenship it is our commitment to:

- Building a climate of respect and honesty in which individuals feel valued and supported in their efforts to achieve personal success.
- Balance opportunity and experience in recognition of the importance of developing the whole person.
- Strengthen the personal integrity of each individual by advancing the pursuit of personal best.

SCHOOL COUNCIL

The school community council supports and assists our school with its many activities and responsibilities. Its role is to engage in dialogue as well as provide feedback to staff on planning, issues, and programs. F.R. School Council does not fundraise. The group meets once a month in the library at 6:30 pm. Please check the school calendar for dates.

SCHOOL WEBSITE,

E-TEACHER PAGES, & TWITTER

Parents and students are invited to visit the school website at www.frhaythorne.ca The site is regularly updated and includes important information about upcoming events, school news, programming, and extra-curricular activities. In addition, through the school website each teacher maintains an e-Teacher page that contains current homework, links, important dates, and contact information. Parents may also want to follow us on Twitter: @frhaythorne

ATTENDANCE

If a student is absent due to illness or other valid reason, parents must inform the school at 780-467-3800. After hours messages may be left on the school's voice mail. If a parent has not called within two days of the absence, the absence will be considered unexcused and be treated as truancy. The normal consequence for truancy or skipping of class is an in-school suspension.

LATE POLICY

Students who arrive late in the morning or afternoon and have a legitimate excuse are to sign in at the office before going to class. Tardiness is considered to be excused if a parent phones, emails, sends a note, or otherwise communicates with the school regarding the late at the time of the late. As Students who are inexcusably late may have the following consequences administered:

- 4 lates -letter home from attendance secretary
- 8 lates- warning of noon detention
- 12 lates –noon detention
- 16 lates - one half day in school suspension

The cycle will begin anew on January 31.

LEAVING DURING THE DAY

Students are not permitted to leave the school building or grounds during the instructional day. This includes the morning break and lunch. Nevertheless, from time to time a student may be required to leave school early for an appointment, emergency, or due to illness. All students must checkout at the office prior to leaving the building. A parent note, phone call, or contact is required if the student is leaving.

POWERSCHOOL PARENT PORTAL

Using a provided password, parents can have 24/7 access to their child's current grades and attendance. The portal website is

<https://powerschool.eips.ca/public/home.html>

We ask all parents to use the parent portal to check grades and attendance on a regular basis.

SKATEBOARDS, SCOOTERS, & BICYCLES

Students are not permitted to skateboard, scooter, or cycle in or through the center courtyard. Bikes and scooters are to be walked, and skateboards carried in this area. All students are required to remain clear of the bike racks unless locking or unlocking their bike.

STUDENT PHONE

A phone is available in the office for student use. *Students are expected to demonstrate digital etiquette and responsible use of cell phones and other personal learning devices in our school building.* Students will lose the privilege of using these devices should unsafe, disrespectful, or disruptive use occur. Parents will have to pick up devices if they are habitually interfering with the learning atmosphere. We strongly discourage students to allow others to use their personal digital devices. Regardless of who is using the device, the owner is responsible for their device and what it is being used for. Students and guests are welcome to log on to our school wifi.

TECHNOLOGY ACCEPTABLE USE

School computers are to be used for educational purposes and in a responsible, efficient, ethical, and legal manner. In order for students to have access to the network, they along with a parent, must sign an EIPS Student Acceptable Use Agreement. Failure to comply with the agreement will result in consequences ranging from loss of computer privileges through to suspension or legal action.

TEXTBOOKS

Students will be issued textbooks in September. They are responsible for the textbook that is issued to them. Textbooks must be returned in the same condition that they are issued. Students must return textbooks to Mrs. Horon directly and have them checked back in to the system. There will be a charge for lost or damaged books.

ACADEMIC RESPONSIBILITY

From time to time, and for a variety of reasons, students must miss instructional time. This could be due to illness, field trips, sporting events, fine arts productions, family vacations, and the like. At FRH we believe that if a student must be absent

from class for these or any other reasons, it remains the responsibility of the student to ensure that he or she successfully completes and submits all missed assignments and tests. We also believe that as a natural consequence, should students not complete and submit assignments, participation in certain events can and will be in jeopardy. All students will have the opportunity at lunch, and/or after school to write exams, get caught up on assignments, or work on homework.

BUS RIDERSHIP

Riding the school bus is a privilege. All normal school rules apply when riding and students are expected to follow the direction of the driver. Repeated or significant improper behaviour on the bus will be dealt with by school administration and may result in suspension of riding privileges. To enhance the safe transportation of students, buses are equipped with video surveillance equipment.

STUDENT CONDUCT OUTSIDE SCHOOL HOURS AND OFF SCHOOL PROPERTY

As per EIPS Administrative Procedure 350 Student Code of Conduct: *Action may be taken for student behavior and conduct beyond the hours of school operation and/or off school property, if the behavior is significantly detrimental to the safe and caring environment of the school.* Therefore, every student is accountable to the principal for their general deportment at any time that the student is under the supervision of staff members even if they are off school property. This includes activities such as athletic, band, and field trips as well as PE walks. A student could also be held responsible for their actions if they engage in inappropriate conduct outside school hours that could impact on the school, such as cyberbullying.

LUNCH HOUR/HAWKS' NEST

Students who stay at school during the noon hour, are charged a lunch supervision fee. F.R. Haythorne has a closed campus during the lunch hour which means the expectation is that those students who are staying at noon remain on school grounds for the duration of lunch break. Microwaves are provided for student use. In addition a wide selection of hot food, cold selections, and daily specials are available for purchase from the canteen. There are no assigned eating areas, rather supervision is provided throughout the school for students as they eat their lunch. Once they are finished lunch they

may go to the library, computer room, intramurals, or outside.

LOCKERS

Lockers with combination locks are provided to store books, coats, as well as valuables and are assigned according to homerooms. A record of the lock serial number and combination will be kept in the office. Students are not permitted to use a personal lock nor exchange locks/lockers with other students. Individuals should make every effort to ensure that their combination remains confidential. Damaged or lost locks will be replaced at the student's expense. Locker clean out takes place at least 2-3 times a year.

A student's locker may be subject to inspection or search. It is important that lockers be kept clean and organized. Posting of inappropriate pictures inside lockers is not permitted.

Elk Island Public Schools considers the use of controlled substances and alcohol, as well as the misuse of prescription medication to be detrimental to the well-being of students and injurious to the moral tone of the school.

STUDENT DRESS CODE

As school is a formal environment, students must be neatly dressed and well groomed. Clothing that is revealing is disruptive to the educational atmosphere and will not be allowed. General guidelines include:

- Covered back, midriff, chest and shoulder area. Shorts, skirts, or dresses should be mid-thigh in length.
- Students' undergarments should not be visible.
- No exposed cleavage
- Shoes must be worn at all times
- Unacceptable slogans, language, or graphics on clothing are not permitted

Unsuitable clothing also includes items that display explicit language, violence, racism, drugs/alcohol, inappropriate signs and symbols, or sexual in nature. Staff will use their discretion in deciding the appropriateness of clothing. Students who are dressed improperly will be required to cover up or be sent home to change. Student wear is at the discretion of the school administration.

ATHLETICS

Students are required to adhere to all school rules and expectations while representing the athletic department. Failure to follow school guidelines will result in disciplinary action from the team and/or school administration. Any inappropriate school or athletic conduct may result in temporary suspension or permanent removal from the team.

INTERSCHOLASTIC ATHLETICS

This program is available to all students who conduct themselves in a responsible manner and maintain acceptable academic standing. It offers participation in a league that includes teams from Sherwood Park and area. Senior and junior teams all compete after school. Practices are held before school, after school, and at noon hour.

Boys' and Girls' Teams:

September	- Cross Country
September to November	- Volleyball
December to March	- Basketball
March to April	- Badminton
March and April	- Handball
May to June	- Track, Golf
Year round	- Ultimate Frisbee

SCHOOL CALENDAR 2017-18

TERM 1 → AUGUST 30 – NOVEMBER 24

August 30	- First Day of School (Day 1)
August 30	- Picture Day
September 4	- Labour Day No School
September 6	- Staff Mtg Early Dismissal
September 20	- Parent Council Meeting
September 25	- Academic Awards Ceremony
September	- Terry Fox Run
October 4	- Staff Mtg → Early Dismissal
October 5-6	- Division PD Day → No School
October 9	- Thanksgiving → No School
October 18	- Parent Council Meeting
November 1	- Staff Mtg → Early Dismissal
November 9	- Term 1 Marks on Portal
November 9	- Locker clean up
November 9	- Remembrance Ceremony
November 10-19	- No School
November 21-22	- PST Conference

TERM 2 → NOVEMBER 27 – MARCH 22

December 6	- Staff Mtg → Early Dismissal
December 22	- Locker Clean Up

Dec. 23-Jan. 7	- Christmas Break
January 8	- School Resumes
January 10	- Staff Mtg → Early Dismissal
January 17	- School Council Meeting
February 6	- Mid Term Awards
February 7	- Staff Mtg → Early Dismissal
February 8-9	- Teachers' Conv. → No School
February 16	- School Closure → No School
February 19	- Family Day → No School
February 21	- School Council Meeting
February 23	- Young Authors' Conference
March 2	- Division PD Day → No School
March 7	- Staff Mtg → Early Dismissal
March 21	- School Council Meeting
March 22	- Locker cleanup
March 23-Apr 2	- Spring Break → No School
<u>TERM 3 → APRIL 3 – JUNE 29</u>	
April 4	- Staff Mtg → Early Dismissal
April 6	- Progress Reports
April 10	- Grade 7 Information Night
April 13	- Term 2 Marks on Portal
April 18-19	- PST Conferences
April 27	- Division PD Day – No School
May 2	- Staff Mtg → Early Dismissal
May 10	- Gr. 9 ELA PAT (Pt. A)
May 16	- School Council Meeting
May 17-18	- School Closure → No School
May 21	- Victoria Day → No School
June 6	- Staff Mtg → Early Dismissal
June 8	- Gr. 9 Farewell
June 11	- Athletics Awards
June 22	- Locker Clean Out & Last Day of Classes
June 25	- Social Finals & PAT
June 26	- ELA Finals & PAT
June 27	- Math Finals & PAT
June 28	- Science Finals & PAT
June 29	- Last operational day

F.R. HAYTHORNE JUNIOR HIGH CODE OF CONDUCT

We believe that:

- everyone has the right to learn
- everyone has a right to belong

- students, parents, and teachers share a responsibility to support and encourage student success

RESPONSIBILITIES:

Students shall:

- be familiar with the school behaviour plan
- arrive at school and class on time, prepared, and ready to learn
- respect themselves, peers, staff, and property
- put effort into their studies
- follow classroom and school rules and procedures
- comply with reasonable requests of school personnel

Parents shall:

- be familiar with the school behaviour plan
- initiate and respond to communication with teachers and other appropriate school personnel
- assist their children to be at school, on time, and prepared
- support school efforts to help their children be successful students

Teachers shall:

- provide a positive learning environment that supports and respects individual differences
- initiate and respond to communication with parents
- work with colleagues to provide consistent behavior expectations for students
- prepare students for their roles as citizens in school and society

MINOR INFRACTIONS RESULTING IN PROGRESSIVE CLASSROOM DISCIPLINE

- will be handled by individual teachers or staff members
- may be referred to administration after repeated violations and all reasonable means of correction have been explored by the teacher or staff member
- consequences can range from verbal warning to parental involvement or suspension/removal from sports teams

Infractions including: Minor Disrespect/Defiance to Staff or Other Students, Minor Harassment - Physical or Verbal, Minor Network/ Technology Misuse, Unprepared/ Late for Class, Improper Attire, Unsafe Conduct, Cheating/Plagiarism on formative assignments, etc will be dealt with using the teacher's progressive discipline plan.

MAJOR INFRACTIONS RESULTING IN PROGRESSIVE DISCIPLINE

- will be handled by school administration
- consequences can range from verbal warning to suspension or expulsion or suspension/removal from sports teams.
- may require parental involvement

Infraction	Normal Consequence
Major Disrespect/Defiance to Staff	Progressive Discipline
Harassment - Physical, Verbal, or Sexual	Progressive Discipline
Vandalism/Theft	Progressive Discipline & Restitution
Major Network/ Technology Misuse	Progressive Discipline
Personal Electronics Abuse	Progressive Discipline
Cheating/Plagiarism -	Progressive Discipline
Repeated Minor Infractions	Progressive Discipline
Late for School	Progressive Discipline

MAJOR INFRACTIONS RESULTING IN SUSPENSION OR EXPULSION

- Will be handled by the school administration
- Will require parental involvement
- Possible suspension/removal from sports teams

Infraction	Normal Consequence
Fighting/Assault	Suspension
Dangerous Action	Suspension
Swearing At, About, or In Response to Staff	Suspension
Smoking including smokeless cigarettes*	Suspension
Alcohol/Drug Consumption/Possession	Suspension
Possession of a Weapon	Suspension
Truancy	Suspension

* Smokeless Cigarettes and vapor pens are not allowed on school property.

ACADEMIC AWARDS

Twice a year assemblies are held to recognize students who have attained exemplary academic achievement and character status for the term. Year-end honour and character awards are given out at the year-end awards ceremony in September, athletic and fine arts awards will be presented in June.

Term Exemplary Academic Achievement Award

- overall term core average of 80% +
- passed all courses

Year-End Honour Award

- overall term core average of 80% +
- passed all courses

Character Award

- passed all courses
- worked at his/her level of ability throughout the term or improved from the previous term
- demonstrated exemplary work ethic, character, attitude, and citizenship
- acknowledged as such by all of his/her teachers

Year-End Character Award

- received merit status or a combination of merit and honour status for all three terms

FRH ACADEMIC, ATHLETIC, AND FINE ARTS AWARDS

Student of the Year Award

- Outstanding contributions, academic achievement, participation, effort, extracurricular, and service

Highest Academic Achievement

- Highest core average in each grade

Honours Awards

- Minimum core average of 80%

Character Awards

- Exemplary work ethic, character, attitude, and citizenship

Core & Complementary Course Awards

- Highest average or achievement in subjects for each grade level

Geoff Fildes Award

- Leadership, participation, enthusiasm, inspiration, humility.

Dave Herbert Hawk Award

- Commitment, dedication, hard work

Gr 7 Exemplary Citizen

- Contribution to school and model citizen

Gr 8 Exemplary Citizen

- Contribution to school and model citizen

Ben Mandrusiak “Heart of Gold” Award

- Empathy, patience, kindness, positive leadership, and optimism

EMERGENCY PREPAREDNESS and RESPONSE

ELK ISLAND PUBLIC SCHOOLS (EIPS) FIRST PRIORITY DURING AN EMERGENCY is the safety of our students and staff. The division has developed an Emergency Response Plan and framework to deal with a wide range of potential emergencies. The plan framework called *Hour Zero* works in collaboration with first responders and other local emergency preparedness plans. Division and individual school plans are reviewed and revised annually and following each emergency.

The division and school emergency plan uses well established functional protocols and procedures that address a wide variety of incidents. The particular actions taken during any emergency will depend on the specifics of the incident. Each school year a minimum of 6 evacuation drills and an additional two drills which may include, shelter in place, hold and secure or lock down are conducted. School bus evacuation drills are also conducted on an annual basis. These drills and exercises are precautionary actions designed to prepare students and staff to act quickly and to minimize a child’s fear should a real emergency occur.

During an emergency please do not come to the school to pick up your child unless requested to do so by the school. Although your natural instincts in an emergency may be to go to the school to safeguard your child, please understand that doing so may interfere with emergency crews’ and school personnel’s effort to respond to the situation.

For more information on the division and school emergency preparedness plan visit the division website at www.eips.ca or contact the school principal.