

*MEATH PARK  
PUBLIC SCHOOL*

**Student Handbook  
2019 - 2020**



## **2018 - 2019 Meath Park Public School Staff**

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Industrial Arts	Mr. N. Noble
Phys. Ed	Mr. N. Noble // Mr. L. Milburn // Ms. B. Zawislak
Sr. Math	Mr. T. Hazzard // Mr. L. Milburn // Ms. B. Zawislak
Sr. History	Ms. K. Henry // Mr. L. Milburn
Sr. Science	Mr. R. Meschishnick
School Coach	Ms. C. Yakubchuk
Student Family Counsellor	Mrs. A. Reinbrecht
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1	Mrs. P. Hazzard
2 3	Mrs. K. Baird-McDonald
4	Mrs. J. Pearse
5	Mrs. L. Subchyshyn
6 7	Mrs. L. Zbaraschuk
8	Ms. C. Yakubchuk
9	Mr. L. Milburn
10	Ms. B. Zawislak
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Educ. Assoc.	Mrs. K. Brassard
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Caretaker	Mr. C. Pichula
Caretaker	Mr. B. Vilness

# **MEATH PARK PUBLIC SCHOOL**

## **Our MOTTO**

Motivate, Prepare, Succeed.

## **Our VISION**

We envision a respectful school community that demonstrates positive values, honours diversity, and embraces continuous learning. We will foster shared leadership and value accountability while providing a safe and caring learning environment.

## **Our COMMITMENTS**

We are dedicated to honouring life-long learning. We will encourage students to approach the future with confidence, independence and self-awareness. We will model consistency, responsibility, respect, and empathy. As a team, we will work collaboratively to create the best possible environment that supports student well-being and learning success.

## **Our MISSION**

Our mission is to empower students to positively influence their own life paths and the lives of others. We will accomplish this by providing students with meaningful, engaging and challenging learning experiences. Additionally, we will support change, remain flexible, and respect each child's individuality. Within a focused community of learning, our students will become responsible contributing members of their communities.

## SCHOOL DAY SCHEDULE

Elementary Bell Times			Grades 6 to 12 Bell Times		
8:53		Warning Bell	8:53		Warning Bell
8:55 - 9:48	1 <sup>st</sup>	Period	8:55 - 9:48	1 <sup>st</sup>	Period
9:48 - 10:41	2 <sup>nd</sup>	Period	9:48 - 10:41	2 <sup>nd</sup>	Period
10:41 - 10:56		Recess	10:41 - 10:56		Break
10:56 - 11:49	3 <sup>rd</sup>	Period	10:56 - 11:49	3 <sup>rd</sup>	Period
11:49 - 12:09		Lunch	11:49 - 12:09		Lunch
12:09 - 12:34		Outside	12:09 - 12:34		Outside
12:34 - 1:26	4 <sup>th</sup>	Period	12:34 - 1:26	4 <sup>th</sup>	Period
1:26 - 2:18	5 <sup>th</sup>	Period	1:26 - 2:18	5 <sup>th</sup>	Period
2:18 - 2:28		Recess	2:18 - 2:28		Break
2:28 - 3:20	6 <sup>th</sup>	Period	2:28 - 3:20	6 <sup>th</sup>	Period
3:20		Final Bell	3:20		Final Bell

The playground is supervised from 8:40 a.m. until classes begin in the morning, during recesses and at noon. It is important that children do not come to school before 8:40 a.m.

## STUDENT FEES

- \$ 20 Grade K-12- Activity Fee
- \$ 25 Grade 7-12 Caution Fee (paid once)
- \$ 50 Grade 9-12 Band Equipment Fee
- \$ 10 Grade 7-8 IA / Home Ec Fee
- \$ 25 Grade 9-12 Construction / I.A.
- \$ 30 Grade 9-12 Home Economics Fee
- \$ 10 Grade 10-12 Art Fee
- \$ 35 Yearbook 2018-2019 (optional)

Meath Park will accept fees in monthly installments.  
(Please contact the office to set up a schedule)

## EXPECTATIONS OF STUDENTS

### 1. GENERAL

School expectations are consistent with responsible student behaviour that demonstrates respect for self, others, and property. The following expectations are to promote and sustain a safe, caring, and respectful learning environment at Meath Park School.

### 2. ATTENDANCE

Student success and safety is the ultimate goal of a school attendance policy and procedure. Attendance of elementary students is taken each morning and afternoon at 8:55 and 12:34. Grades 6 to 12 student attendance is recorded at the start of each class. The following guidelines serve to track student whereabouts thereby contributing to student safety.

- When a student is absent, a parent/guardian is asked to notify the school by phone prior to 9:00 a.m.
- When a child is required to leave school at a time other than at the end of the school day, a parent/guardian is asked to contact the school.
- Students must sign out if leaving school early.

### 3. ABSENTEEISM

Regular attendance is required for learning continuity and academic success. Consequences for persistent absenteeism in Grades 10 to 12 include the following.

- Parents will be phoned about unexcused student absences.
- When a student misses 10 classes in the same subject, parents will be notified by phone or e-mail.
- When a student misses 15 classes in the same subject, parents will be notified by phone or e-mail.
- After 20 absences, a student may be removed from the class. Parents will be contacted.
- When illness is a factor, a doctor's note may be required.

### 4. LATE POLICY

Punctuality is important. Students who are late for class disrupt the flow of the teaching/learning process for themselves and for others.

All students arriving late for school or class are asked to notify the office upon arrival. Three unexcused *lates* for the same class become the equivalent of one absence. Lateness and absences are considered when determining recommendations.

### 5. TRUANCY

Skippping classes is serious and will be handled accordingly. A student may be suspended from school events for truancy. Parents will be notified. Repeated truancy may require a meeting with student, parent, and administration. Continuous truancy may result in school suspension.

## **6. FOOTWEAR**

Wet or dirty outdoor footwear is to be removed or cleaned at the door. Kindergarten to Grade 5 students have a two-shoe policy and designated boot racks for outdoor footwear. Grades 6 to 12 students are encouraged to have extra footwear at school for wet weather days. Grades 6 to 12 are asked to please be respectful and clean their footwear off prior to coming in the building. A second pair of shoes is required for gym use.

## **7. LOCKERS**

Backpacks and books are to be kept in lockers. For security, Grades 6 to 12 students are expected to keep their lockers locked with a school assigned lock. Grades 1 to 5 students use locker clips and should not store valuables in lockers. All students are responsible for keeping lockers clean.

Lockers belong to the school and may be opened at the discretion of school administrators at any time.

## **8. TELEPHONE**

Students may use the phone in the office at breaks or at noon. Unless an emergency arises, students should not expect to make or receive phone calls during class time. During class time, students are to refrain from using cell phones unless permission has been granted by a teacher.

## **9. BREAKS**

All students have breaks in the morning, noon and afternoon. During this time all students are expected to use the telephone if needed, get water and use the washroom facilities.

Grade 6, 7 and 8 students will not go outside unless granted permission from the supervisors.

Grades 6 to 12 students are expected to collect books in preparation for the next class or classes. Students are expected to be in class and ready to learn when the bell rings.

Kindergarten to Grade 5 students are expected to be outside on the playground before school, at noon, and during recess breaks unless it is unusually cold or wet. Appropriate clothing and footwear is essential. All clothing, shoes and boots should be marked in order to identify and return misplaced items.

## **10. NOON LUNCH AND RECESS**

K-5 students staying at school for lunch eat in their own classrooms. During lunch, K-5 students are expected to sit in their desks, behave in a mannerly fashion, and to clean up responsibly. Staff supervisors are present during lunch break and extra supervision for K-3 students will be provided by student leaders within our school.

Grade 6-12 students are dismissed for lunch at 11:49 a.m. All grade 6-12 students have the freedom to eat lunch in the high school wing; classrooms, hallways and the student lounge are the preferable areas. A microwave is available only for high students to heat up lunches but we ask that they clean up all messes. If students are eating in a classroom we ask that they please clean up any mess they have made.

Grade 6, 7 and 8 students are not permitted to leave school grounds during noon lunch. During noon lunch grade 6, 7 and 8 students have the privilege of going outside or staying inside. Permission will be granted by the supervisor. A supervisor will be in place for both inside and outside duties. Grade 9-12 students can leave school grounds during this time.

#### **11. LEAVING THE SCHOOL GROUNDS**

Kindergarten to grade 8 students are not to leave the school property after they have arrived at school. They are not permitted to leave the school during breaks or at lunch. Only in the case of emergencies or under special circumstances will K - 8 students be allowed to leave the school at noon. Parental permission is required to leave the school through a signed note or phone call. Permission granted to students by administration for students to leave school grounds will not be a regular occurrence.

#### **12. SPARES**

Interruptions to ongoing classes must be avoided by students who are on spare. Grade 11 and 12 students who stay in school during spares are expected to be in the library or in the student lounge area. Students choosing to interrupt classes may lose the freedom of their spare and be assigned a study period. Students who leave the school during spares must sign out at the office.

#### **13. TOBACCO/VAPING PRODUCTS**

Consistent with the Saskatchewan Rivers School Division policy, the use of tobacco/vaping products are forbidden in Meath Park Public School buildings and on school property. Smoking/vaping is not allowed on the school parking lot or in vehicles parked on school property. Consequences for using tobacco/vaping products include (not necessarily in this order):

- student receives a warning.
- student loses next break privilege. Parents are informed.
- student may receive a suspension. Parents are informed.

#### **14. STUDENT CLOTHING**

Students are expected to wear appropriate clothing to school. Students are advised against wearing offensive clothing that is (a) too revealing; (b) uses words or images to advertise illegal substances; (c) contains advertising of alcohol and (d) contains inappropriate language, profanity, or sexual connotations. Students wearing inappropriate clothing will be asked to change.

Wearing hats, jackets and hoods during class time is subject to the discretion of individual classroom teachers.

#### **15. GYM WEAR**

Students are expected to wear appropriate gym wear as requested by their physical education teacher. Students are **not allowed** to wear street shoes in the gym when participating in classes, intramurals, team practices, or games.

#### **16. FOOD AND DRINKS**

Students are expected to follow guidelines provided by individual classroom teachers regarding eating, drinking, and chewing gum during class time. No food or drink in the gym except during special events. No food or drink in the computer lab at any time. Eating or chewing sunflower seeds is not allowed in the school.

**Energy drinks are not allowed in Meath Park Public School.**

## **17. STUDENT HEALTH AND WELLNESS**

Parents are asked to inform administration and classroom teachers about student health issues, including allergies.

Because of allergies to perfumes and scents, aerosol products are not permitted at school.

## **18. RESPECTING SCHOOL ENVIRONMENT**

Students are asked to respect the school environment and to take pride in keeping it clean. Therefore, students are responsible for cleaning their shoes, desks, and lockers. Also, students are expected to clean up their books, papers, and garbage off of the floor during and at the end of each school day.

To keep the school grounds and parking lot free from litter, students are expected to use the garbage cans provided.

## **19. TRANSPORTATION**

Students traveling to school via school bus are expected to know the rules of riding on the bus as designated by their bus driver. We ask that all students respect the bus driver and the rules for safety on the bus.

Students driving to school are asked not to drive any type of off-road vehicle that is not street legal. Students driving vehicles are expected to park in the area designated for student parking in the area north of the parking lot. When the student parking lot is full, students must park on the street, not in empty spots in the parking lot. For student safety, please **do not park on the grass, in the ditch or in bus loading zones.**

## **20. CELL PHONE USAGE**

Meath Park Public School **does not allow K-5 students** to bring and use their cell phones within the school. If a K-5 student needs to bring a cell phone to school they will be required to PARK them in a secure basket on the teacher's desk and can retrieve them after school. The cell phone will be turned off or put in silent mode.

Meath Park Public School **allows grade 6-12** students to bring and use their cell phones within the school, except during class time. During class time, students have two choices:

1. They can PARK their cell phone in a secure basket on the teacher's desk.  
Students are asked to have their cell phones turned off or in silent mode.
2. Leave them in their locked lockers.

If at all possible, communication with students from parents is expected to go through the school office. At Meath Park Public School, all rooms are equipped with phones so there is quick access for both staff and students in the event an emergent situation where a student needs to be contacted.

If a student is using a cell phone for any purpose *without prior consent* of the classroom teacher, the following procedures will take place:



Offence	Consequences
<b>First</b>	The teacher shall seize the phone from the student. The teacher outlines the school policy to the student and class. The phone can be returned to the student at the end of class. Teacher will contact the parent. If a student fails to hand over their phone the actions of the student will be classified as Outright Defiance and will be dealt with in that manner.
<b>Second</b>	The teacher shall seize the phone from the student and turn the phone over to school administration. The student can make arrangements with the school administration to have the phone returned to them at the end of the school day. If a student fails to hand over their phone the actions of the student will be classified as Outright Defiance and will be dealt with in that manner.
<b>Third</b>	The teacher shall seize the phone from the student and turn the phone over to school administration. The phone will be returned to the parent no sooner than the end of the school day. School administration will contact the parent. If a student fails to hand over their phone the actions of the student will be classified as Outright Defiance and will be dealt with in that manner.

If suspicious behavior occurs when the phone is seized from the student, it will immediately be turned over to school administration. With the consent and presence of the student, school administration may question the student about the content of the phone and/or search the contents of the phone for illegal or inappropriate material that may put the safety of students or staff in jeopardy. If the student does not consent, parents will be notified and asked for consent. The RCMP may also be notified by school administration.

## **21. PERSONAL ELECTRONIC DEVICES**

For the purposes of this policy, Personal Electronic Devices, include but are not limited to electronic devices that play music, capture pictures, play games, record audio or cell phones used for any other purpose than communicating. Examples of such devices include but are not limited to include iPods, Ipads, MP3 players, cameras, PSPs, Nintendo DS, voice or audio recorders. Meath Park Public School allows students to bring and use their personal electronic devices within the school, except during class time. Meath Park Public School does not take responsibility for any personal electronic devices that are broke, stolen, lost or damaged while at school or on their way to or from school. At no time shall any individual record the voice, actions or image of another individual without permission from that person. **At no time are any of these devices to be used within the classroom *without prior consent* from the classroom teacher AND school administration.**

If a student is using an electronic device for any purpose without prior consent of the classroom teacher, the following procedures will take place:

### ***IPod/IPadMP3 players:***

<b>Offence</b>	<b>Consequence</b>
<b><i>First</i></b>	The teacher shall seize the device from the student and outline school policy to the student. The device will be returned to the student at the end of the class. The class room teacher shall notify the parents.
<b><i>Second</i></b>	The teacher shall seize the device from the student and turn the device over to school administration. The device will be returned to the student after meeting with the school administration. The school administration will notify the parents.
<b><i>Third</i></b>	The teacher shall seize the device from the student and turn the device over to school administration. The device will be turned over to the parent no sooner than the end of the school day. The school administration will notify the parents.

Any actions of the student to not hand over their device will be classified as Outright Defiance and will be dealt with in that manner.

### ***Cameras, audio recorders, video recorders, etc.***

***Any Offence*** - The teacher shall seize the device and turn it over to school administration. The student will also be referred to the office. The device will be returned to the student at the end of day once the student has removed any recordings or media (obtained illicitly on school property) from the device. School administration shall notify the parents, as well as the Superintendent of Schools.

Any actions of the student to not turn over the device when requested will be classified as Outright Defiance and will be dealt with in that manner.

If suspicious behavior occurs when the device is seized from the student, it will immediately be turned over to school administration. With the consent and presence of the student, school administration may question the student about the contents of the device and/or search the content of the device for illegal or inappropriate material that may put the safety of students or staff in jeopardy. If the student does not consent parents will be notified and asked for consent. The RCMP may also be notified by school administration if the circumstances require it.

## **22. NUT FREE SCHOOL**

The incidence of life threatening allergies to nuts and peanuts has risen dramatically among children. As a result, Meath Park School has adopted a "Nut Alert: Reduce the Risk" strategy. For this reason we ask no nuts or peanuts, nut or peanut butters or products that contain peanuts or nuts be sent to school. When sending packaged products parents are asked to read the labels to be sure that none of these foods are among the ingredients listed.

## **STUDENT CONDUCT, SCHOOL DISCIPLINE, LEARNING COMMITMENT**

### **1. SERIOUS INFRACTIONS**

Students choosing to engage in serious infractions may receive a suspension from school. Serious infractions include (a) persistent failure to do school work, (b) truancy, (c) smoking on school grounds, (d) swearing or using inappropriate language, (e) undesirable behaviour, (f) physical aggression, (g) verbal or non-verbal harassment or threats, and (h) persistent opposition or defiance toward authority. Following a suspension and before returning to the classroom, students will meet with administration to determine appropriate restitution.

### **2. STUDENT LEARNING COMMITMENT**

Students at Meath Park who are committed to learning will:

- follow the rules and expectations of the school and classroom.
- treat all staff members, fellow students, and property with respect.
- behave in a respectful, reasonable, and responsible manner that is grade or age appropriate.
- contribute positively toward a safe and caring environment.
- strive for excellence in all aspects of school life including academic, athletic, leadership, and artistic pursuits.
- attend regularly, be on time, and be ready to learn.
- support the learning of others without interruption or distraction.
- participate appropriately and productively in classroom activities.
- respond positively and cooperatively to instruction and assistance.
- organize work, manage class time effectively, and do homework.
- complete and hand in assignments on time. Be responsible for completing and submitting missed assignments.
- exercise academic honesty; refrain from all forms of cheating including plagiarism.
- prepare for exams.
- inform teacher and make alternate arrangements when scheduled exams are missed due to foreseen or unforeseen circumstances.
- accept responsibility for mistakes that affect personal learning or the teaching/learning processes of others.

Choosing behaviours that negatively affect learning may result in:

- a conversation between teacher and student.
- a conversation between teacher and student's parents.
- a meeting with student, teacher, and administration.

Consequences for students may include:

- removal from the learning environment.
- detention.
- restitution.
- in school suspension.
- out of school suspension.

### **3. ANTI-BULLYING POLICY**

#### **Bullying Prevention Policy**

All students and staff of Meath Park School have the right to a caring, respectful, and safe school environment that is free from all forms of bullying. All school staff will take steps to prevent bullying and to assist and support students who are being bullied.

#### **Definition of Bullying**

Bullying is a form of aggressive behaviour that is repeatedly directed at an individual or group from a position of relative power. Bullying behaviour can take many forms including the following.

1. Physical (e.g., hitting, pushing, tripping)
2. Verbal (e.g., name calling, insults, threats)
3. Social (e.g., social isolation, gossip, spreading rumours)
4. Cyber (e.g., threats, insults, or harmful messages spread through the internet)

A student is bullied or harassed when he or she is intentionally and repeatedly the target of negative actions of a stronger or more powerful person or group. Bullying behaviours are harmful causing fear, emotional stress, and/or physical harm.

Meath Park School staff believes that bullying adversely affects the learning success and well-being of children and youth. Hence, bullying will not be tolerated in any form.

#### **Roles and Responsibilities**

Bullying is a complex problem and solutions to prevent bullying require community-wide involvement. The Meath Park School community shares responsibility with in-school administrators, school staff, parents/caregivers, students, the School Community Council, and the community at-large. Education, prevention, and early intervention are keys to reducing problems of bullying. Through ongoing communication and collaboration, the home, school, and community works together to support a caring, respectful, and safe school environment.

## **Dealing with Bullying Incidents**

When bullying occurs or is reported, the following steps will be taken.

1. The in-school administration, classroom/subject teachers, supervisors, and school staff will respond by providing a clear message that bullying will not be tolerated.
2. All instances of bullying are to be reported to the in-school administration and the classroom/subject teacher(s) directly involved with the students.
3. The in-school administration or classroom/subject teacher(s) will listen, investigate, offer support, and determine an appropriate action plan.
4. A bullying incident report will record the incident, those involved, and the action plan. Reports will be filed with administration.
5. In a timely fashion, the classroom/subject teacher(s) will communicate with the in-school administration. Parent/caregivers of each student involved will be informed of the incident by either the classroom/subject teacher or an administrator.
6. The classroom/subject teacher(s) will monitor the action plan, keep the in-school administrators and parents informed, and update the filed report when the incident has been resolved.
7. If efforts to stop the bullying are unsuccessful, the in-school administration or the classroom/subject teacher(s) may request separate meetings with the parents/caregivers of each child involved to determine further supports, restitution, or consequences to resolve the problem.
8. The in-school administration will follow division protocols when consequences for bullying involve suspensions or expulsions, or when follow-up includes a referral to mental health, child protection professionals, or the police.

<b>REPORTING, SUPPORTING, AND CELEBRATING LEARNING</b>
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### **1. STUDENT PROGRESS REPORTS**

All Kindergarten to Grade 9 students will receive report cards or progress reports in November, March and June. Grade 10 to 12 students receive Report Cards or progress reports in November, February, April and June. For Grades 10 to 12 first semester. Mid-term marks are calculated in November and finals marks at the end of January. Second semester mid-term marks are calculated in April and final marks in June. K-12 students will receive a student achieve based report card that reports on curriculum outcomes without percentages.

### **2. EDUCATIONAL SUPPORT**

As an extension of the regular school program, special education services and programs are provided for students with diverse learning needs. Educational support

teachers and educational associates work together with classroom teachers to structure successful learning opportunities for all students.

### **3. LIBRARY MATERIALS**

Students are welcome to borrow library materials for research and for enjoyment. It is important that students care for borrowed resources and return them on time. Students who have not returned books from the previous school year are expected to return or pay for these resources before more may be signed out.

### **4. COMPUTER USE AND INTERNET ACCESS**

Students have access to computers and the internet in the library and in the computer lab. Before using the computers, Grades 4 to 12 students must sign an online agreement that provides guidelines for acceptable computer and internet use. This procedure is consistent with SRSD policy. For continued computer and internet privileges, students are expected to comply with guidelines provided.

## **ACCEPTABLE USE OF TECHNOLOGY for STUDENTS -- Policy Number 8200**

The Board of Education (the Board) believes that the development of technological skills by students should be encouraged and facilitated through the provision of access to a variety of resources.

The Board is committed to the belief that:

- technological literacy enhances the development of the whole child.
- equitable access to technological services for educational purposes is a high priority.
- the central purpose of providing computers is for the benefit of student learning.

Guidelines:

1. The term "acceptable use" means that all users of technology agree to access resources in a manner that is consistent with adopted guidelines and protocols.
2. It is a reality that electronic access to information and networked services significantly increases the information available to students, including information sources that have not been screened in advance. Accordingly it is vital that students be made aware of Board guidelines and protocols on an annual basis.
3. This policy is designed to balance the users' ability to benefit fully from information technology with the need for secure and effectively allocated technological resources.
4. The Board reserves the right to restrict or deny access to any user who does not comply with division guidelines and protocols. Independent access to network services is provided to users who agree to act in a considerate and responsible manner.

### **ADMINISTRATIVE PROCEDURES**

#### **1. Student awareness of Acceptable Use Protocols.**

- a) All Grade 1 to Grade 12 students are to be made aware of Acceptable Use Technology Guidelines and Protocols on an annual basis.

#### **2. Student Terms and Conditions of Acceptable Use.**

Students and parents are to be made aware that:

- a) Student access to and use of the computer network is monitored and the network is provided for students to meet school related learning only.
- b) Any breach of the Acceptable Use Guidelines and Protocols by students may, while making allowances for academic penalty result in a temporary or permanent suspension of their computer privileges.
- c) Some material accessible via the Internet may contain information that is defamatory, inaccurate, illegal, or offensive to some people.
- d) Students will be instructed with respect to the appropriate and responsible use of computer based information resources. Sources of information judged unacceptable will be blocked.

- e) Classroom standards of behaviour are expected when students are utilizing computers. Independent access to network services is provided to users who act in a considerate and responsible manner.
- f) Access to computers is a privilege not a right. Loss of this privilege is a natural consequence of abuse and may restrict a student's ability to participate in some courses or course activities.
- g) Saskatchewan Rivers reserves the right to review any material stored in files and will edit, report, or remove from its computer system any material which is deemed to be unlawful, abusive, or otherwise in conflict with the views and ethical standards held by the Board.
- h) Network administrators and teachers may review files and communications of students at any time to ensure that they are utilizing the system in an acceptable manner.
- i) As it is common to use computers in core curricular areas, parents who do not want their child to have access to computers must provide the school with written notice of their wishes.

### **3. Student Acceptable Use Guidelines**

***Students and parents are to be made aware of the following student pledge:***

- a) I will not allow another person to use or know my login (ID) and password.
- b) I will not intentionally seek to breach security of systems or material.
- c) I will immediately report any security breaches of which I become aware to a teacher.
- d) I will not send, intentionally receive, or look for material that is rude or offensive.
- e) I will not use language that would be considered inappropriate within the school as determined by the principal or designate.
- f) I will follow the instructions of my teacher and only use the Internet for classroom assignments.
- g) I will not make use of any copyrighted material without the consent of the proper individuals.
- h) I will not download or install any executable files, music, or games.
- i) I will not place unjustifiable demands on the Community Net's infrastructure or school network, server or computers, such as online games or streaming media.
- j) I will not download any material without the permission of the supervising teacher.
- k) I will not upload any material not specifically approved by the supervising teacher.
- l) I will not use any part of the Saskatchewan Rivers' computer system for personal financial gain.
- m) I will not attempt to change or modify in any way the setup of any computer in my school.
- n) I will not make use of web-based email or chat on the school computers, except for educational purposes with the permission and supervision of a teacher.
- o) I will ensure that all of my removable media will be scanned by school personnel for viruses and content before being used at my school.
- p) I will follow any additional rules of my school regarding computer usage, printing, Internet access, and food and drink.

### **4. All Saskatchewan Rivers terms and conditions of usage apply to student use of the Community Net where it is operational in a school.**

## **5. FINAL EVALUATION**

Students in grade 7, 8 and 9 will not receive any recommends. They will continue school until the last scheduled day. Teachers will give their final evaluations in their last classes of the year.

Final assessments in grade 10, 11 and 12 will be given to all students in the following core subject areas: all English courses, all Math courses, all Science courses and all History courses.

Teachers of grade 10, 11 and 12 students have the option to give a final assessment in their elective classes or not.

## **6. AWARDS AND SCHOLARSHIPS**

A variety of academic, athletic, leadership, and activity awards are presented to deserving students at awards celebrations.

Information related to post-secondary scholarships for Grade 12 students is available from the student counselor.

## **7. MEATH PARK PUBLIC SCHOOL ATHLETIC AWARDS CRITERIA**

### **Female and Male Athlete-of-the-Year**

These awards are given to both a male and female athletes in each of the following grade combinations: 7/8, 9/10, and 11/12. These awards are chosen by the entire school coaching staff and the award criteria are as follows:

- Has participated in more than one sport.
- Possesses athletic ability.
- Displays sportsmanlike conduct.
- Demonstrates skills and dedication in their chosen sports.
- Has had success in their chosen sports.
- Consistently shows leadership skills and a positive attitude.
- Has maintained a quality effort in academics.

### **Athletic/Academic Combined Awards**

- This award is chosen from student/athletes in grade 9-12.
- Each student athlete will have competed in more than one sport.
- The top 10 averages of the student athletes that meet the above criteria will be given this award.
- Averages are calculated as follows:
  - The highest mark in each required area of study
    - One Math • One English • One History • One Science
  - Plus the next highest mark in either a required course or an elective.

### **Earning your Letters**

- Meath Park “Letters” are given to each student athlete that completes 4 consecutive years of senior athletics. In the event that a student moves to Meath Park School after grade 9, they will receive letters as long as they have competed in Meath Park senior athletics every year they attended Meath Park School.

### **Spirit Award**

- This award is chosen by the entire Meath Park coaching staff.
- The qualities we are looking for with this award are as follows:
  - Shows leadership, dedication and spirit in both athletics and academics.
  - Displays sportsmanlike conduct on and off the playing area.
  - Shows respect for the coach, referee and his/her teammates.
  - Shows a positive example to their teammates through play and attitude.
  - The athlete has maintained quality effort in academics.

## **8. GRADUATION CRITERIA**

In order to graduate, Grade 12 students need to complete 24 credits. At least five of these credits must be level 30 credits. To participate in graduation, students at the beginning of Semester 2, must have completed or be registered in all compulsory classes for Grades 10, 11, and 12 in order to receive a Grade 12 standing.



## SECONDARY LEVEL COURSE INFORMATION

The philosophy of program offerings at Meath Park School is to provide courses that promote a well-rounded education for each student. The courses offered help prepare the students for post-secondary education as well as everyday life after graduation from high school.

### 1. COURSE SELECTION

In May and June of each year, information is provided on course availability for the following school year. Grades 9, 10, and 11 students register for upcoming courses with assistance and approval from the student counselor or administration. Based on student interest and staffing, course offerings are subject to change.

Students registering in Grade 10 will select classes at the 10 level. In consultation with the career counselor, students registering for Grade 11 or 12 may select classes at the 10, 20, or 30 levels. Support for planning individual school programs is available.

### 2. CREDIT GUIDELINES

- In grade 10, the students will take ten credits (5 classes per semester).
- In grade 11, students are expected to take nine credits. This allows the students to have one spare. However, students are encouraged to take ten credits.
- In grade 12, students are expected to take eight credits. This allows the students to have one spare in each semester. However, students are encouraged to take a full load of classes.

Note: The minimum number of credits required for graduation is 24 credits. Entry into certain university or technical programs may require additional credits. Students are encouraged to consult the student counselor regarding prerequisites for specific post-secondary schooling.

### 3. CHANGING AND DROPPING CLASSES

Students will have the first five days of the semester in which to change/drop a class. Students wishing to change or drop a class must talk to the school principal. In order to drop a class, students will need to fill out a form, have a valid reason and will need to obtain parental permission. When a class is dropped or a student is removed from a class after the end of the first month of a semester, the mark earned will appear on the student's transcript.

## Meath Park Grades 7-12 ASSESSMENT PRACTICES

1. Effective assessment and evaluation requires that:

**a) Teachers will:**

- Incorporate a balance of assessment for learning, as learning, and of learning strategies to assess and evaluate student achievement and growth;
- Align assessment with curricular outcomes, instructional practices, and learning experiences;
- Use quality assessments and properly record evidence of achievement;
- Base all assessment and evaluation of student achievement on the outcomes of the provincial curriculum and report student achievement based solely on achievement of curricular outcomes

- Collect information which is not related to learning outcomes (e.g. attendance, behavior, general attitude, completion of homework, effort, number of late assignments) and report to complement the reported achievement related to the outcomes.
- Determine student grades using evidence and professional judgment. The grades will reflect the student's most recent achievement level with consideration given to the most consistent evidence.
- Ensure students have meaningful involvement in monitoring/tracking, reporting, and communicating their learning status;  
Create the opportunity for students to reassess learning outcomes to increase student achievement
- Communicate expectations of students regarding timeliness of assignments and plagiarism verbally and in writing (e.g., within "Classroom Expectations" or the "Course Syllabus" at the beginning of the semester).

**b) Students will be expected to:**

- Reflect on and monitor their own progress toward curricular outcomes, with the support of their teachers and parents;
- Fulfill their responsibilities within the school's learning environments;
- Take responsibility for their own work and avoid plagiarism;
- Show evidence of learning for all learning outcomes in all subject areas, through the completion of all required assessments;
- Submit all required evidence of learning on the agreed upon due date and communicate with teachers prior to due dates if extensions are required or help is needed.

**2) Student Responsibility:**

Student responsibility is assuming responsibility for one's learning, including:

- a) Getting to school/class on time
- b) Attending regularly
- c) Submitting work on time
- d) Coming to class prepared to work and learn with the required materials and an attitude that fosters success and achievement
- e) Following school and division policies and regulations regarding behavior and conduct
- f) Putting forth one's best effort
- g) Demonstrating pride in completed work by ensuring that all work is done to the best of their ability.
- h) Communicating with teachers, at appropriate times, about receiving extra help and attending extra help sessions as needed/required (IE: student success room, education associate help)

**3) Academic Integrity**

Academic integrity is providing evidence of one's own learning through demonstration of responsibility, honesty, trust and respect. Actions such as cheating; plagiarism; having others complete the work; buying papers from the internet or submission of previously submitted work indicate a lack of academic integrity.

Plagiarism – is the unacknowledged use of someone else's words, ideas or creations as one's own whether deliberate or accidental; it is the process of taking another person's work, ideas or words, and using them as if they were one's own.

Cheating – includes plagiarism, copying, or gaining access to answers for an assessment in a way that does not reflect the student's own understanding of the outcome/concept.

Consequences for lack of academic integrity: In cases where, in the professional judgment of the teacher and administration, a student has displayed a lack of academic integrity, then it may be determined that the student has not taken sufficient responsibility for their own learning and, therefore, has not demonstrated proficiency in the required outcomes. Parents will be notified and consequences will be assigned by the teacher in conjunction with school administration. An appropriate course of action will be followed after taking into account factors such as age, maturity of the student, personal circumstances, grade level and past behavior.

4) Timeliness of Work Handed in:

Teachers will use their professional judgment to provide students who have missed deadlines due to exceptional circumstances with alternative arrangements to complete assessments. Actions related to late assignments/assessments may include the following:

- Develop an agreement with the student to complete the work on a new due date
- Discuss with parent/guardian the reasons for non-completion and to develop a plan to complete the work
- Have the student complete the work outside of school hours such as at lunchtime or after school
- Provide peer support for the student or extra help if required
- Provide an alternative assignment to accommodate a diverse learning need.

The fairest and most logical consequence for not completing the work – is completing the work. Ultimately, evidence of learning for all of the required learning outcomes for a subject must be collected from the student by the teacher, in order for the student to earn the credit. Essential work not handed in, after extension deadlines have past, may result in no mark on the midterm report card and possibly no credit earned at semester end.

Lack of planning, effort or responsibility on behalf of the student cannot create an emergency for the teacher at semester end. Teachers can be very accommodating to student needs if the student communicates well with the teacher. Students must understand that teachers have due dates as well when it comes to getting marks submitted and require sufficient time to mark assessments and give feedback to students. It is the student's responsibility to communicate with the teacher regarding extensions and the reasons for requiring an extension well in advance of the original due date.

## **Assessments – Deadlines and Zero Days**

The duties of a student includes completing and handing in ALL assessments that the teacher feels are important to help the student learn the specific outcome or to assess the student properly on that outcome. **Deadlines as to when the assessments are due are set by the teacher for a number of reasons.** To enhance student learning the teacher requires the information gained to create the next logical step in instruction so the students have the greatest academic success. The student also requires this assessment as part of their final mark. Handing in assessments that are complete, done at the best of the student's ability and on time are expected in all classes.

Every year there are a number of students that do not complete the assignments properly or do not complete them on time. In all aspects of life, meeting deadlines are critical. Zero Days is a policy that was implemented to help encourage the students to meet the deadlines on time without any repercussions to the students mark.

**Zero Days** – for each assessment, the teacher will set a deadline for completion. This deadline may be set at the time the assessment is assigned or at a later date once the teacher has an indication of the time the students are required to complete it. Once the

deadline has been met, all assessments turned in at that time will be assessed and returned to the student as soon as possible to provide feedback for both the teacher and the student. Any assessments not completed by that time will be completed as part of the final assessment days (end of January/end of June). The teacher will set Zero Days (due dates) for each subject area. All outstanding assignments must be completed and turned into the subject teacher on or before Zero Days.

***All assignments not turned in on or before the Zero Day will receive a “ZERO” for a grade and the student will be expected to complete the assessment along with writing the final examination.*** All assessments will be graded and marks will be updated at that time.

Some things students should be aware of is not to get behind in assessments as end of semester final evaluations could become quite lengthy. Also, these earned “ZEROES” could drastically affect midterm marks for awards and scholarships.

## EXTRA-CURRICULAR ACTIVITIES

### 1. ACTIVITIES AND OPPORTUNITIES

Meath Park School has a variety of extra-curricular activities in which students are encouraged to participate, including:

- Student Leadership Council (SLC)
- Students Against Drinking and Driving (SADD)
- Yearbook Committee
- Band
- Intramurals
- Athletics: Junior and Senior Volleyball, Junior and Senior Basketball, Curling, Badminton, Track & Field, Cross Country Running

### 2. STUDENT EXPECTATIONS AND COMMITMENTS

Students belonging to school groups or sports teams serve as role models for other students during and after school hours. Therefore, these students will:

- conduct themselves with honour and dignity at all times.
- complete schoolwork as practical evidence of their loyalty to both the school and the group or team.
- participate in school-sanctioned activities during school hours and noon.
- participate in school fund-raising activities.

Students are expected to adhere to the above expectations. When commitments are broken, students may lose their privilege of belonging to the team or group.

When school groups and teams are traveling and spending the night away from home, the rules of the school continue to apply. If a student chooses to use alcohol or drugs, parents will be contacted and the student may be sent home. Suspension from school will follow. Student bags and rooms are subject to search and seizure whenever concerns or suspicions arise.

### 3. GROUP OR TEAM TRAVEL POLICY

Students who are members of a school team must travel to and from school authorized events as a group. Students asking to deviate from this policy must:

- have a legitimate reason.
- inform the coach two days in advance.
- confirm alternate travel plans with a signed note and phone call from parents.

### Student Transportation in Private Vehicles

Recently the Saskatchewan Rivers Public School Division Board of Education passed a new administrative procedure in regards to transporting students in private vehicles. The procedure is found on the front page of the school division website ([www.srsd119.ca](http://www.srsd119.ca)). The procedure outlines that any private vehicle used to transport

students on approved school sponsored activities must have minimum personal liability coverage of \$2,000,000 on each vehicle used.

The procedure also outlines that a parental consent form signed by the parents must be obtained for each student to be transported by private motor vehicle. One consent form may cover a series of trips.

Meath Park Public School will be strictly adhering to this procedure for the start of the 2015-16 school year. In the mean time you will see some of these forms and some of these procedures begin to take shape in the various activities we are involved in as a school from now until June. For more detailed information please see the division website under the heading "Administrative Procedures."

## ATHLETICS

Sports are a very unique media that provide youth with the opportunity to achieve success in personal growth while acquiring valuable life skills. Although family and academics are priorities, a commitment to team and athletics is needed. Schedules are very hectic and at times it is necessary for athletes to miss practices or games. Therefore, organization of time needs to become a priority.

Coaches at Meath Park have very clear expectations for athletes playing on school teams. Expectations include the following.

1. No swearing, drinking, or drugs. Student bags and rooms are subject to search and seizure whenever concerns or suspicions arise.
2. Regular attendance at school is compulsory. Truancy is not acceptable and may result in suspension from the team and from school.
3. Team members are expected to be on time for all functions.
4. Players should model the behaviour of responsible respectful young adults. Coaches will be spending a great deal of time with the students and will treat them with high personal regard. Coaches aim to guide players in growing and developing as people. Negative attitude, criticism of fellow players, and a lack of motivation will not be tolerated. All team players are of equal importance regardless of starting role. Parents are encouraged to attend games and tournaments.

Meath Park School is reputed for having a very strong sports program and so competing on a highly competitive level is expected. Playing time is not a given right and will be distributed according to skill level, work ethic, and attitude.

Every player is considered to be a part of the team and has a role to fulfill on that team. For some players that may mean limited playing time or not playing in some games. A student athlete's enjoyment of a team relies upon his/her acceptance of his/her role on that team. A player who cannot accept his/her role is free to decide about their future with that team. As an athlete's skill level improves and circumstances change, roles may also change. At times, a season will be a learning experience for some athletes.

Players are expected to conduct themselves with pride and confidence but not arrogance. Showing respect towards opponents, parents, teachers, schoolwork, and

physical bodies is essential and expected. Players are asked to commit to working to their potential in school and on the field or court. At Meath Park, athletics includes exemplary sportsmanlike conduct on and off the playing surface.

Meath Park will continue to field competitive teams and create enjoyable memorable experiences. Coaches strive to instill important lifelong values that support student development toward positive respectful citizenship.

## **COMMUNITY CONNECTIONS**

### **1. SCHOOL COMMUNITY COUNCIL (SCC)**

The purpose of the School Community Council is to:

- develop shared responsibility for the learning success and well-being of all children and youth, and
- encourage and facilitate parent and community engagement in school planning and school improvement.

### **2. SCHOOL NEWSLETTER**

At the beginning of each month, a newsletter is sent home with the youngest family member attending Meath Park School. The newsletter provides highlights from the previous month and presents a calendar of upcoming school events for the current month. Please visit our school website at <https://mp.srsd119.ca> to view a copy of the monthly newsletter as well as updates and current information on school events.

### **3. SPECIAL EVENTS**

Parents and community members are welcome to attend a variety of special events that are organized by the staff and students at Meath Park School. Events include ongoing sports-related activities, Meet the Staff BBQ, Remembrance Day Service, Christmas Concert, Band Concerts, Awards Celebrations, and Graduation.

### **4. COMMUNITY ACTIVITIES**

A variety of activities are held at Meath Park School to support the wellness of youth and adults in the community. Activities in the gym include weekly volleyball and Ukrainian dancing. .