

CONNECTIONS FOR LEARNING

Principal: Travis McNaughten
Assistant Principal: James Coghill

Connections for Learning Goals for 201 -20

Connections For Learning students will achieve excellence in learner outcomes

Connections for Learning will provide a learning environment that is created specifically to meet the needs of students

Parkland School Division Goals

High quality learning opportunities for all.

Excellent learner outcomes achieved by students.

Responsive and responsible services and operation.

This agenda belongs to:

Student: _____

Address: _____

Email: _____

Phone: _____





About Connections for Learning?

Connections for Learning (CFL) provides a wide array of educational programs designed to offer choice for families and/or academic support for students who have identified learning concerns. Additional programs are also available to support our students and provide enrichment opportunities.

Connections for Learning (CFL) works to meet the needs of each Grades 1 – 12 student in our care - that's the commitment we make to both parents and students. We are deeply committed to building strong relationships with our learning community so that all students feel safe, cared for, and that their ideas are respected. To support student learning, individualized programs are created for students in all of our programs to allow them to flourish in their areas of strength and to be supported in areas of growth.

Physical Education, Health and Wellness

Students will have the opportunity to participate in Daily Physical Activity, and excellent Physical Education program and a variety of school and extra-curricular activities.

Absences

Should your child be absent from school, please telephone the school at **(780)963-0507** to leave a message indicating your child's name, teacher, the dates of the absence, the reason and the expected return date. Thank you for arranging for sick students to recover at home where they are more comfortable.

Should your child be absent with no parent message or information, you will receive a follow-up call from the school. Students are expected to attend

regularly and punctually. Parents will be contacted should attendance or lates become an issue.

Administering Medications

In order to comply with PSD Policy on Administering Medication to Students, before prescription medication is administered, forms must be filled in by the parent/guardian. Forms are available from the school office. The medication must be brought to school by a parent/guardian, in a container labeled by the pharmacy and is to be stored in a locked cabinet in the school office. Non-prescription drugs are not to be brought to the school.

Class Schedules/Start Times

8:45 a.m.	O'Canada, Announcements, Attendance
9:00 a.m.	Instruction begins
10:00- 10:15	Nutrition Break
12:00 – 12:30	Lunch Break
12:30 p.m.	Instruction begins
3:15 p.m.	Dismissal/busses arrive

Bicycles, Skateboards, Rollerblades

Students are reminded to walk their bikes in the busy areas near the school. Bicycles brought to school should always be locked in the racks provided. By provincial law, bike helmets are mandatory. Skateboards are permitted in the designated areas only. Rollerblades may not be worn in the school.

Communication Devices

Students are reminded that cell phones can be used to enhance school learning. However, we ask students to limit their distractions to ensure they are achieving their goals. Students who bring these items to school do so at their own risk. Loss or damage is not the responsibility of the school.

Computer Acceptable Use Policy

All Parkland School Division schools have instituted a Computer Acceptable Use Policy. A copy of the agreement must be signed by each student in order to access computer technology in the school. In the event that there is a breach in the agreement (i.e. downloading software/files, viewing/searching for inappropriate material, or any other misuse/vandalism of the technologies)

students may lose access privileges to computers/computer classes. The length of that loss may vary and will be the decision of the school administration.

Dress Code

Students must be dressed appropriately at school.

Appropriately dressed means:

- clean and modest
- tops and pants meet
- messages printed on clothing are in good taste(alcohol/drug related, profanity and violent material are not permitted)

Students will be asked to change clothing if dress is not appropriate. Parents will be notified if an issue persists.

Emergency Contact to Home

Please ensure that the school has current telephone numbers and emergency contact names. In the unlikely event that your child is believed to have a serious injury, you will be contacted as soon as possible. If the injury is deemed to be serious and you cannot be reached, your child will be taken to a local Medical Clinic, or if necessary the Hospital in Stony Plain.

Inclement Weather

Should Parkland School Division cancel bussing due to extreme weather conditions, an official announcement will be made over **CBC AM, CFCW, CHED/CHQT/CISN/CFRN/BEAR and the Weather Network (TV)**. The final decision to send your child to school on days when the weather conditions are extreme rests with you, the parents. Safety should be the first consideration. Please do not rely on the bus heaters as the only protection from cold weather and wind chills, so ensure your child is dressed for the weather conditions. Develop an emergency plan of action with your child so that appropriate shelter may be gained when daily routines are disrupted. Teach your child to be “weather-wise”.

At school, students are encouraged to get fresh air every day. In the event of extreme weather, the am & pm breaks may be shortened or restricted to indoors.

Lockers

Upon return of the signed Parkland School Division Locker License Agreement, students will be assigned a school locker and lock. Students are reminded to keep their combinations private.

Closed Campus/Lunch Routine

To promote student safety, Connections for Learning is a closed campus. Any guests or visitors are expected to check in at the school office. All students are expected to remain on school grounds unless other arrangements have been communicated from home in the form of written parental permission. All students are expected to be prepared for classes prior to the afternoon bell.

PSD Board of Education

Trustees:

Board Chair: Eric Cameron

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School Act

The School Act says in Part 1. "Students" Section 12 that...

A student shall conduct himself so as to reasonably comply with the following code of conduct:

- *be diligent in pursuing his/her studies*
- *attend school regularly*
- *co-operate fully with everyone authorized by the Board to provide education programs and other services*
- *comply with the rules of the school*
- *account to his/her teachers for his/her conduct*
- *respect the rights of others*

Student Behavior and Conduct

At Connections for Learning, we believe that students have the right to learn in a safe and supportive environment.

Our discipline process will:

- a) show students what they have done wrong
- b) help students identify better alternatives for action
- c) leave the students dignity intact

Connections for Learning students will behave responsibly. Teachers and support staff will work with students to promote and ensure appropriate classroom and school ground conduct.

Students and parents at Connections for Learning are made aware of **Student Behavior and Conduct Policy** through the student agenda.

1. Students meet the expectations for student behavior while on school property or involved in school-sponsored or related activities.
2. Parents play a vital role in developing student behavior and conduct. It is the expectation of Connections for Learning and Parkland School Division that parents:
 - be aware that student behavior is subject to the expectations as set out by board policy
 - will review the school's expectations for student behavior and conduct with their child(ren)
 - work with the school to resolve student behavioral issues when they affect their child(ren)
 - co-operate with and support the school's disciplinary action.
3. Students shall show respect for:
 - authority
 - others and their property
 - school property
 - ethnic, racial, religious, and gender differences
 - school attendance and punctuality
 - work habits, assignments, and homework

- textbooks and equipment
 - fire alarms and safety equipment
 - Division policies relating to smoking, alcohol, drugs, and inhalants.
4. Failure to meet the expectations for behavior and conduct will result in some or all of the following consequences:
- problem solving, monitoring, or reviewing behavior/expectations with student, and/or reprimand
 - parental involvement
 - temporary removal of privileges
 - detention of student
 - temporary exclusion of student from class
 - in-school suspension
 - out-of-school suspension
 - behavioral contract with student
 - restitution for property damage to an individual or board
 - involvement of police
 - discipline or attendance board hearing
 - exclusion from a school or expulsion from all Division schools.
5. Grounds for disciplinary action that could lead to suspension exist where a student has demonstrated unacceptable behavior such as:
- Conduct which threatens the safety of students and/ or staff
 - possession of a weapon on a student's person, or in a student's backpack or desk that is dangerous to students and staff. (A weapon is anything used, designed to be used, or intended for use in causing death or injury to any person, or for the purpose of threatening or intimidating any person.)
 - displaying or brandishing a weapon in a threatening or intimidating manner
 - assaulting another person
 - possession or use of illegal drugs, tobacco products, alcohol, or inhalants in school and on school property
 - contravention of Division policies and regulations related to student harassment, smoking, student attendance, and student rights and responsibilities

- theft
- willful disobedience and/or open opposition to authority
- use or display of improper or profane language
- willful damage to school or others' property
- interfering with the orderly conduct of class(es) of the school
- contravention of the code of conduct as set out in the **School Act**.

Discipline is seen as an ongoing **process** rather than an **event**. Success is most likely to occur when home and school work together in the best interest of the child. Students are expected to make positive changes.

General Expectations for Students

Students are expected to demonstrate respect towards themselves, others, and property by:

- attending class promptly
- being prepared for learning
- dressing in an appropriate manner
- wearing clean footwear
- using appropriate and respectful language
- following directions carefully
- behaving in a safe manner
- showing consideration for personal and school property
- helping to preserve the natural environment

Specific Guidelines – Agreements

Students and teachers work together to co-create their classrooms. Courtesy and common sense will be the guiding principles as they discuss what makes sense in terms of expectations and details of appropriate behavior.

Student Drop Off/Parking

Thank you for dropping students off in the designated area. Please ensure that handicapped parking is available for those who require it.

Student Safety

Several physical education activities require a helmet (i.e. skating, Hockey, etc). Thank you for ensuring that your child has the necessary equipment to participate.

Student Telephone

Students are permitted to use the school telephone in the designated areas.

Student Valuables

Most students make the wise choice to leave valuable personal items at home. The school is not responsible for money and items that go missing.

Textbooks and other Materials

All textbooks are provided to students by the school under an Instructional Materials Fee assessed annually by the Parkland School Division No. 70. Students are responsible for their assigned textbooks. It is expected that students will return the texts in the condition in which they were loaned. Lost, missing, or damaged texts will be assessed at the cost of replacement.

Students are responsible for being prepared for classes. This includes having the necessary supplies, including paper and pens/pencils. Parents are requested to check periodically to make sure their children have the necessary materials.

Volunteer Program

We value high levels of parental and community involvement at Connections for Learning. If you are interested in new friends, new skills, the joy of serving others, and an opportunity to learn more about the school and community, please consider joining our team! The goals of our volunteer program include:

- to enlist and strengthen the involvement of parents in the education of their children
- to provide volunteer help to staff to better meet the needs of students
- to develop an environment that promotes friendly two-way communication between home and school

Our Volunteer Program is developing in accordance with Parkland School Division policy.

Parkland School Division Emergency Response Plan

Parkland School Division's first priority is the safety, security, and well-being of our students and staff. While we hope our schools are never faced with an emergency situation, our goal is to be prepared to respond to an incident if one should occur. To that end we have taken numerous steps to better prepare our schools and school jurisdiction to deal effectively with emergency situations that could occur in or around a school during the school day.

One of the most significant steps has been the development of a comprehensive Division Emergency Response Plan. The Division Plan is complemented by individual plans tailored for each school. Should an emergency arise these plans will be implemented.

In order for our Emergency Response Plan to be effective, we depend on the cooperation and assistance of many people, such as the police and the fire department. We also depend on you, as parents, to support our emergency response efforts. Your cooperation is vital to helping us protect the safety and welfare of all children and school employees. Therefore, we ask parents to observe the procedure outlined below.

In the event of an emergency:

DO NOT TELEPHONE the school or your child's cell phone. We understand and respect your concern, but it is essential that the phone systems be available for emergency communications. If you call the school you will tie up lines and systems required for communicating with emergency responders and may inhibit our ability to send or receive critical information. By calling your child's cell phone, you could potential put them in harms way, based on the nature of the crisis. Please do not call, we will ensure that you get the information you need by contacting you (see contact information below).

DO NOT COME to the school until instructed to do so. It may be necessary to keep the streets and parking lot clear for emergency vehicles. If evacuation is required, students may be transported to a location away from the school. You will be notified of this through your school's crisis notification system and the media.

What happens during a LOCK-DOWN or SHELTER-IN-PLACE?

In the event of a lock-down or shelter-in-place, the school will be locked with NO arrivals or departures of anyone including staff. Students or parents. You will not be allowed to pick-up your child until after and “all-clear” is given and established student release procedures are in order. This procedure will be strictly adhered to under all circumstances.

What if the school is evacuated?

Should it be necessary to evacuate the school, students will be taken to an emergency evacuation center or area to ensure their safety. Students will remain at the evacuation centre until they are returned to the school or released to their parent/guardian at the Parent-Child Reunion Centre.

How do I reunite with or pick up my child during or after an emergency?

Should circumstances merit, the school may establish a Parent-Child Reunion Centre. This allows the school to do a controlled release of students to their parent/guardian. Should it be necessary to activate the parent-Child Reunion Centre you will be notified via the school’s crisis notification system with instructions on where and when to pick up your child. Students will remain at the Parent-Child Reunion Centre until they are released to their parent/guardian.

In order for us to ensure your child’s safety, it is necessary to establish procedures for picking up your child at the Parent-Child Reunion Centre. Detailed instructions will be posted at the Parent-Child Reunion Centre: please follow these instructions to assist staff in quickly reuniting you with your child. We recognize that you may be worried and want to be reunited with your child as quickly as possible. However, this system has been established to ensure your child’s safety. You could be jeopardizing your child’s or another child’s safety by not adhering to these procedures.

General guidelines for the Parent-Child Reunion Centre include the following:

- A designated Parent Waiting Area will be established at each Parent-Child Reunion Centre. Please wait in this area until your child is brought to you. This is for the safety of both you and your child.

- No student will be released unless you or an individual designated on the student's Emergency Information Card arrives to pick up that student. Please ensure the information on your child's Emergency Information Card is current.
- You will be required to sign for the release of your child. This is extremely important, as it is our only means of ensuring all students are accounted for at all times. Please, please do not just take your child from the Centre without signing for their release. You will also be required to show valid identification during this process. Again, this is to ensure students are safely released to their custodial parent/guardian.
- All students will be kept at the Parent-Child Reunion Centre should you temporarily be unable to reach them.
- Should our normal transportation system be unable to transport your child home, your child will be kept at the Centre until such time as you can arrange to pick them up.

What's the quickest way to receive emergency information?

The Division has established a number of ways for you to quickly and accurately receive emergency announcements and status reports without having to call your child's school

1. Go to the Division website at:
www.psd70.ab.ca/Emergency%20Response%20Procedures.php
2. Call the Division Community Hotline – 780 – 963-8455
3. Turn your radio to one of the following radio stations:
CBC – AM 710 CFCW – AM 790
CHQT – AM 880 CHED – AM 630
Power 92 – FM 92 CISN – FM 104
K97 – FM 97
The Bear – 100.3 FM
4. Tune into a local television station.
5. You will receive instructions through the school's crisis notification system about where, how and when you are able to pick up your child.

And finally, carefully read all information you receive from the school regarding emergency procedures and talk to your children and emphasize how important it is for them to follow instructions from their teachers and school officials during any emergency.

We are proud that Parkland School Division has safe schools, and we are doing everything possible to keep it that way. We appreciate your cooperation and support. If you have any questions about this information or other aspects of our safety procedures, please contact Communications at 780-963-8473.