



## **STUDENT HANDBOOK 2020 - 2021**

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## ST. ROSE CATHOLIC JUNIOR HIGH SCHOOL

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### **Parents/Guardians and Students;**

It is with great pleasure that we welcome you to the St. Rose Catholic Junior High School family. Parents, students, and staff have traditionally experienced and enjoyed a close working relationship at St. Rose. We believe this to be critical to the overall educational success of our students, your children.

St. Rose is a vibrant and dynamic learning community, serving approximately 405 junior high school students in the Parkview area next to Edmonton's beautiful river valley. As a school of choice, our students come from many elementary schools throughout the city.

Students at St. Rose work in a challenging academic environment, guided by highly skilled teachers. The programs focus on rigorous academics, interdisciplinary instruction, global citizenship and developing higher level thinking skills for all students. Students can achieve academic excellence in the core subject areas, participate in fine arts, athletics, and use technology needed to meet the Alberta Education standards. We also strive to maintain our outstanding level of achievement standard on a yearly basis. Our grade nine students have consistently ranked at the top of all Edmonton Catholic Junior High Schools in Provincial Achievement Exam results in all core subjects over the past several years. We are proud to be the only junior high in Edmonton Catholic Schools to have the Honours Language Arts, Honours Social Studies, Accelerated Math and Accelerated Science programs.

Our student and parent satisfaction survey results indicate our school community finds the environment of St. Rose to be inspiring, safe and caring, where students are respected and valued, and where student learning is paramount. Additionally, St. Rose has an excellent reputation for athletics and fine arts. Our sports teams have many championships to their credit and are consistently at the top of their leagues. Additionally, our students' work is showcased around the city. As a Catholic school we also live out our faith in both celebration and social justice. The school's generosity is widely known throughout our school division and city.

We look forward to working with you in helping your children achieve their highest potential. If you have any questions or would like a personal tour, please contact us at your earliest convenience.

Yours in Catholic Education,

Mr. Binassi  
*Principal*

Mr. Filiplic  
*Assistant Principal*

## Vision

St. Rose School community is centered on the premise that life's purpose and fulfillment can be found in living out the Christian value of love:

Love God.  
Love Your Neighbor  
Love Yourself

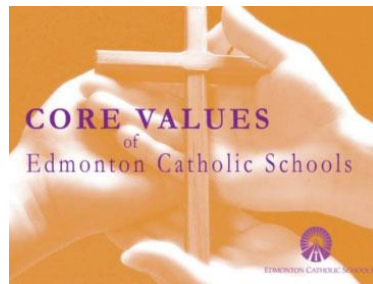
## Mission

St. Rose School community is committed to assisting students as they become:

- Receptive 21<sup>st</sup> century learners, confident in expressing knowledge
- Caring and compassionate individuals committed to excellence while using their gifts from God
- Individuals prepared to cope with life's many challenges
- Stewards of our Catholic faith who are willing to enrich the lives of others through sensitivity and perseverance

## Charism





We are called to value each person, and to treat one another with compassion.



Be noble of mind and heart, generous in forgiving.



We strive towards loyalty to the vision, mission, goals and fundamental purpose of our school district.



We seek unity without uniformity, symmetry without sameness, and diversity without division.



In Edmonton Catholic Schools, we are an organization of people, committed to the growth of the whole person "Whatever you do, do everything in the name of our Lord Jesus Christ," Colossians 3:17.

## GENERAL SCHOOL INFORMATION

### **ARRIVAL OF STUDENTS**

Students are encouraged to arrive at school no earlier than fifteen minutes before registration at 8:30 a.m. They are to wait in the following designated entrances:

- Grade 7's - Northeast entrance
- Grade 8's - Back southeast entrance
- Grade 9's – Northwest entrance

**Students are allowed to only use the front entrance when late for school.** Students may proceed to their lockers at the 8:20 a.m. bell.

### **ASSEMBLIES AND CELEBRATIONS**

Throughout the school year there will be occasions when we will be gathering together for general assemblies, special events and celebrations. These assemblies are important because they strengthen the bonds of community by bringing everyone together for shared experiences.

During all assemblies students are expected to:

- Enter the gym or church quietly and remain quiet and attentive during all programs or mass.
- Extend a courteous reception to everyone, regardless of the type of program.

St. Rose School endeavors to provide meaningful liturgical and prayer celebrations which emphasize the importance of special liturgical times of the year. These celebrations are held either in individual class rooms, in the gymnasium, the school chapel or at St. John the Evangelist Church. All students are expected to participate in these celebrations and to exhibit an attitude of reverence and respect during the celebration. When celebrations are held in the school gym, the gym becomes a sacred place. Staff and our celebrant appreciate parents reviewing acceptable church behavior with their children and the importance of proper decorum during the celebrations.

We ask that:

- Personal devices be silenced
- No food or drinks be brought
- Students enter and exit in a respectful and quiet manner.

Celebrations are generally held at the following times:

School Opening	Thanksgiving
Remembrance Day	Advent
Ash Wednesday/Lent	Easter
Year End	Grade Nine Farewell



Parents and Guardians are always welcome to attend and celebrate with us.

## ATTENDANCE AND PUNCTUALITY

Regular attendance and punctuality are essential for satisfactory achievement and progress.

### *Excused Absences*

**Parents are asked to call or e-mail the school office (780-483-2695) before 8:15 a.m. on the day of their child's absence.** The school has an answering machine available twenty-four hours a day for this purpose. If parent contact has not been received verifying an excused absence, the school will try to contact those parents of students who are not in school. Parents can also e-mail their child's absence to the school at [8227PublicEmail@ecsd.net](mailto:8227PublicEmail@ecsd.net).

Absence from school does not excuse a student from learning the subject matter covered in class or from completing assignments. If students are unable to attend classes for any reason, they are responsible for catching up on work covered in their absence. Teacher notes and assignments will be available on Google Classrooms.

Students who become ill during the day will be excused by the teacher and sent to the school office so that parents/guardians can be notified. Students are always asked to inform a staff member of their illness, so they can be monitored as needed.

If it is necessary for a student to leave school before the end of the school day, parent/guardian permission must be received by school prior to the student being allowed to leave. Parents/Guardians **must** contact the school by e-mail or written note. Students will only be allowed to leave with parents/guardians or adults included in the students' PowerSchool information. Temporary access can be given to allow a student to leave with an adult not listed in the student's PowerSchool information provided this information is included in the parent communication with the school. Students must sign out at the office prior to leaving. These procedures are necessary to ensure student safety.

### *Unexcused Absences*

- School administrators have an obligation under provincial law to enforce compulsory school attendance.
- A student who is absent without permission during any part of the school day is regarded as truant. This includes leaving school for any reason without permission or failing to report to a scheduled class or activity.
- In truancy situations parents will be notified and the student will be required to make up the time missed.

### *Punctuality*

Punctuality is an important aspect in creating a desirable learning atmosphere for all students and is an important life skill to master for school and beyond. The first few minutes of each class are very valuable in setting the 'tone' for the learning that is to follow. All students should develop habits of punctuality. Tardiness is disruptive to the teaching and learning process.

- **Students who come late to school must first go to the office to sign in prior to going to their lockers.**
- Parents will be notified when students are habitually late.
- Parents should check their child's attendance on a continuous basis using PowerSchool.

### *Swift K-12*

The automated phoning system called Swift K-12 is being used by Edmonton Catholic Schools to report student absences. The system will call out twice daily (after 9:30 am and 1:30 pm). If your child is not at

registration and no parent phone call has been received excusing your child, Swift K-12 will call parents. If you receive a phone call, follow the prompts or Swift K-12 will continue to call. We ask our families to update phone numbers as needed.

## **AWARDS**

### *Honours*

An Honours/Honours with Distinction standing is achieved by obtaining an 80%/90% average respectively in the four subjects of Language Arts, Science\*, Math\*, Social Studies. There can be no mark lower than 70% or level of achievement below “Proficient” in these subjects or any other subjects (core and complementary).

\*For students in the Accelerated Math 7 or Accelerated Science 7 class, an average of the two subjects (ex. Math 7 and Math 8 or Science 7 and Science 8) will be used in the Honours/Honours with Distinction calculation.

Students achieving Honours/Honours with Distinction for the final reporting period (end of June) will be invited to attend an Honours Ceremony to receive their Honours Certificate.

Awards will be determined based on the year’s cumulative summative assessments received by June 11, 2021 (date subject to change). Any (unsubmitted/incomplete summative) assessments need to be submitted/completed by 3:00 p.m. on June 11<sup>th</sup> for full year and second semester complementary courses (options) for a student to be considered for Honours/Honours with Distinction. Students and parents are encouraged to check PowerSchool regularly to ensure all assessments are submitted. **Please note that first semester complementary courses (options) marks are final as of January 29, 2021.**

### *Magda Tomczak Award*

At the end of each school year, a humanitarian award, in memory of former St. Rose School student Magda Tomczak, is presented to a grade nine student. The humanitarian award is presented to a student who is an active citizen\* living a life of honesty, integrity, and responsibility, and demonstrating a commitment to the welfare of the greater community. The school staff will select the recipient.

\*Active citizens are generally recognized as people who do things for the benefit of others. They devote their time and efforts to making the society that they live in a better place. They help and participate in many activities at the school and community level. Outstanding citizens generally shy away from publicity or attention given to them for their personal contribution to a cause. They contribute to the greater good and make everyone who comes into their space aware that they too can lend a helping hand.

If your child is interested in applying for this award, please use the following application process:

### *Application Process*

Please submit a paper document outlining the following to the St. Rose Office by Friday, May 21, 2021.

1. Include your first and last name as well as your homeroom.
2. Write a personal statement outlining your commitment to humanitarian causes and describing your personal motivation. (No more than 250 words)
3. Attach a list of the social justice activities you have been involved with at St. Rose, as well as the role you played in these initiatives.

4. Attach a list of social justice activities you have been involved with outside of the school, including a contact for one of these activities. Please include dates, responsibilities, and your reason for choosing to work with this agency.
5. Submit a paragraph from a teacher supporting your involvement in humanitarian activities at St. Rose.

The successful candidate for the award will receive a plaque with his or her name engraved on it, as well as an opportunity to have a voice in the donation of \$1000 to a humanitarian charity, in consultation with the Magda Tomczak Foundation: \$500 will come from the Magda Tomczak Foundation and \$500 will come from the St. Rose Parent Society. The recipient of this award will create a list of up to ten humanitarian organizations to which they would like to donate the \$1000 to, with their preferences listed in descending order. The student receiving the Magda Tomczak Award will be presented with the award and will have the opportunity to speak about the importance of his/her work.

### ***Superintendent's Award of Excellence***

The principal in consultation with staff will make the selection. There is a maximum of one award for each junior high school in any school year.

### **CRITERIA**

Students may be selected on one or more of the following criteria:

Any student whose behavior has exemplified in an extraordinary way the core values of our school district.

Any student who exhibits outstanding leadership skills and who uses his/her ability to benefit others.

Any student who has shown strength to overcome obstacles in his/her life and has persevered in overcoming these obstacles.

Any student who has shown extraordinary effort to foster a positive quality of life within the school for the school community.

Any student who has contributed in an outstanding manner to the community beyond the school environment.

### **BICYCLES/SKATEBOARDS/SCOOTERS**

- All bicycles should be locked and stored in the bike racks provided. Be sure to lock the front tire and the frame to the bike rack.
- Students are not allowed to ride bicycles on the school ground during school hours.
- The school is not responsible for damaged or stolen bicycles.
- Skateboards and scooters should be stored in the student locker and are not to be used on the school grounds during school hours.



## **BUS PASSES**

- Bus passes are sold at lunch hour and after school for one week at the beginning of each month in the school office or on-line through PowerSchool
- Students are responsible for the safe keeping of their bus pass
- The school cannot replace lost or misplaced bus passes under any condition as we provide them to students at a subsidized cost
- A bus pass is not transferable and may only be used by the individual who purchased it
- Bus passes can be paid on-line by credit card or with cash in the school office
- Bus passes can be replaced at full cost
- St. Rose School is not served by yellow busses. Please refer to the ETS website for routes serving the school

## **COMPUTER, PERSONAL DEVICE AND INTERNET USE**

Each student must have the Edmonton Catholic Schools Acceptable Use Agreement signed by themselves and their parent/guardian. Students will be expected to exhibit responsible use of the networks. Consequences for inappropriate use could take various forms including suspension of access to the computer. For the safety of the students and equipment, we ask that:

- Computers be used for school purposes
- Facebook, Snap Chat, Instagram, Twitter, chat rooms, or other personal use sites are not to be visited
- No materials be ordered over the Internet
- Printing occurs only with a teacher's permission

In order to be a digital citizen, students must know how to use technology appropriately. Digital literacy or the ability to understand and fully participate in the digital world is fundamental to digital citizenship. It is the combination of technical and social skills that enable a person to be successful and safe in the information age. Like literacy and numeracy initiatives which provide people with the skills to participate in the work force, digital literacy has become an essential skill to be a confident, connected, and actively involved life-long learner. Students must comply with ECSD expectations regarding the acceptable use of their technology and any district supported technology.

Cell phones, iPods and other electronic and digital devices must not be a distraction to learning. These devices should only be used in class with a teacher's permission for an educational purpose. After 8:20 a.m., during lunch and between classes students are encouraged to socialize and make important "face to face" connections.

### *Cell Phone Courtesy*

- Students are encouraged to bring personal learning devices to school and are expected to follow appropriate digital citizenship rules and etiquette. Cell phone use in the classroom is at the discretion of each classroom teacher. Cell phones should remain off until permission is given to use them for educational purposes.
- Everyone is encouraged to demonstrate courtesy by being present and attentive to those around them. This includes both staff and students. Developing a sense of community is facilitated when we share our time and day with others.

- If a parent needs to contact a student during the day, they should call the school office and the message will be provided to the student. Please refrain from messaging your child, as it is disruptive to his/her learning and the classroom environment.

## **CODE OF CONDUCT**

The St. Rose School Code of Conduct is found at the end of the handbook starting on page 19.

## **COMMUNICATION**

Our monthly newsletter is sent to parents/guardians via e-mail or is available on the St. Rose School website, ensuring timeliness while remaining environmentally friendly. The newsletter is filled with information highlighting both past and future events at the school. The school website has important documents as well as an updated calendar of events.

Additionally, the school sends updates to families two or three times per month through e-mail. The school also has an Instagram (st.roseecsd) to share news about our school community.

## **COMPLEMENTARY COURSES**

We offer a variety of complementary courses<sup>1</sup> in grades eight and nine including: Art, Communication Technology, Computer Science, Film Studies, Foods, French, Junior Achievement, Music, Spanish and Recreation Leadership. Specific information about each course can be found on pages 23 – 26. Courses are offered as numbers and staffing warrant.

All students in grade seven take two options: a second language and music.

## **COMPUTER USE**

St. Rose School has two computer labs and over 100 Chromebooks for student use.

- Chromebooks are available for daily use at school only. They can be signed out in the morning and must be returned promptly at the end of the day. Students are cautioned to be very careful with the Chromebooks as they are responsible for any damage.
- Computers are available in the library and in the computer lab (room 224).
- Careful use of this equipment is essential. Students will be held financially responsible for any vandalism or purposeful damage to the computer hardware or software. In addition, computer use privileges for these students will be revoked.
- Internet access is governed by district policy. All students and their parents must sign the ECSD Network Access Release and Authorization Form in regard to internet use at the school in order to access the district computer system.
- Students are encouraged to bring their own personal devices to use in the classroom. Students are responsible for the care and security of their devices and they must adhere to the ECSD policies and regulations as stated in the technology user agreement.

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<sup>1</sup> The offering of complementary courses is subject to enrolment, timetabling and staffing considerations.

## **DRESS CODE**

Students are expected to dress in a manner that is appropriate to a school setting and that demonstrates respect and modesty in keeping with Catholic values. Schools are places of work and clothing should reflect this expectation. The following must not be worn in school:

- Hats and other items that cover the head
- Bandanas
- Muscle shirts
- Tank tops and any other top with a strap less than 3 fingers wide
- Short shorts, skirts with a hemline higher than mid thigh
- Any clothing that leaves a bare midriff
- Any top that shows cleavage
- Any shorts or tops that show underwear

All school staff members have the authority to require a student to conform to the Dress Code expectations of St. Rose School. Students who do not conform to the St. Rose School Dress Code may be asked to change into appropriate attire and/or be provided appropriate attire by school staff. Students will be asked to remove their hats. Students who are in doubt as to their compliance with the dress code should bring an extra change of clothes.

## **EXTENDED HOLIDAYS**

21<sup>st</sup> century classrooms are dynamic learning environments that are fluid and constantly changing. Work assigned is often project-based and is designed to promote critical thinking and a deeper level of student engagement. Worksheets and paper packages of student work are increasingly rare in today's classrooms, since research shows that they do little to promote higher level thinking skills or achievement. Because our learning environments are so dynamic, it can be very difficult for teachers to put together packages for students who will be away for an extended period of time. Consequently, we recommend that families avoid booking vacation time during the school year. If that is not possible, or if a student must be away for truly important events or family emergencies, then parents are asked to contact the teacher to find out what general topics of study will be examined while the student is away. The student will be expected to read applicable textbook chapters and monitor work and material being posted to virtual classrooms, with the understanding that the student will likely have work to make up when he or she returns to school. Please understand it is not reasonable to request a teacher provide all of the work in advance.

If a child will be missing school for an extended period of time, families are asked to contact the school a few weeks in advance to receive pertinent information.

It is the responsibility of the student to see each of his or her teachers to find out what work was missed during an absence and to complete all missed work, assignments and/or exams. Students must obtain the vacation document from the office, complete it and return it back to the office.

Grade 9 families should avoid booking vacations/appointments during Provincial Achievement Tests as these are government exams and are very difficult to reschedule. It is in the best interest of the student to write these tests as they are based on the skills and knowledge acquired over the three years of schooling. They provide excellent information on the student's academic achievement going into high school. If the potential exists of a student not being able to write these tests, it should be communicated to the administration by March 1, 2021. This will enable the school to make the necessary arrangements with the school district and Alberta Education.

## **FIELD TRIPS**

Throughout the school year, trips are planned by individual teachers. These trips are educational and enhance and enrich the curriculum by extending it to life situations and experiences beyond the classroom. Letters regarding the type of fieldtrip, duration and cost will be sent home for each excursion. Parent permission forms are detailed and require specific information to be completed by the parents/guardians. Please assist us by completing the entire form. Students will not be allowed to go on a field trip unless there is a signed permission form from a parent and the necessary payment (if required) is made.

## **FLEX THURSDAYS**

Our goal at St. Rose is to continually enrich student learning, provide students with opportunities to take responsibility for their learning, prepare them for the future and guide them with 21<sup>st</sup> century learning strategies and practices.

Our Flex model provides students with a Thursday morning schedule once or twice a month where, students, with input from their parents and teachers, may choose from sessions that include extension of curriculum, one-on-one time, access to additional support in core subject areas, peer tutoring, collaboration time for group projects, access to computer labs to complete work, catch up on missed assignments/tests and enrichment.

Students are expected to make responsible choices, be self-advocates for their learning, account for their time, be open to exploring personal academic interests, learn to set and evaluate goals, collaborate with peers and teachers and demonstrate their talents. The possibilities are endless!

## **GOOGLE CLASSROOMS/CLASS WEBSITES**

Students can access their school files online from home using OneDrive rather than having a portable USB drive. They can work on their school documents, download and upload information and anything else they need to do that is required for their class work. Many teachers maintain Google Classrooms that complement classroom instruction. Teachers post information regarding instruction materials, assessments and supplementary resources for students and parents to access.

## **HOMEWORK**

Homework is an integral part of schooling. The purpose of homework is to help students apply or reinforce the concepts that have been taught during the school day. In grades 7-9, it is not uncommon for a child to have at least one hour of homework to do each evening. Those students in the Honour and Accelerated Programs, taking a second language and/or music should expect to do more homework per evening. This could include studying for an assessment, working on a project, completing assigned work, reviewing the day's notes or reading. Homework is used strictly for formative assessment purposes and is not assigned a grade.

## **ILLNESS/INJURIES**

Students who become ill at school must report their illness to the classroom teacher (or office at lunch time). If a child is too ill to continue to be at school, the office will phone parents to notify them.

Any student injured at school or while participating in any school sponsored activities, including athletics, must report the injury to a staff member, coach, or the office immediately. An accident report is filled out and parents are notified when necessary. If the injury requires professional attention, an ambulance will

be called. Every attempt will be made to contact parents or the emergency contact person. In rare instances when a child must be transported by ambulance to a hospital and parents cannot be contacted, a school staff member will accompany the student until a parent arrives at the hospital. **Please ensure all emergency contact information and phone numbers are up to date at all times.**

## **LOCKER USE PROCEDURES**

- Each grade seven student will be provided a lock at the school at the beginning of the year to be used for three years. If the lock is lost, a new one must be purchased.
- Each student is assigned one hallway locker. It is the student's responsibility to keep the locker clean and **LOCKED** at all times.
- One combination lock, provided by the school, is essential for the safety and protection of belongings. It is recommended that students purchase a lock for gym. All serial numbers and combinations are kept on file in case of an emergency.
- Students are cautioned not to share their lock combinations and lockers with other students.
- Regular supervised locker clean-ups are held throughout the year.
- Large sums of money or valuables should not be brought to school but if it is necessary to do so, they should be stored securely in their lockers.
- **No valuables are to be taken to the physical education change room.**
- Students are expected to carry required books and supplies to class to avoid repeated trips to hallway lockers to retrieve supplies. Organization is a life skill that must be practiced.
- Students are responsible for all personal property. We suggest that school supplies, footwear, etc. be clearly marked with the student's name.
- Money and other valuables found on the school premises are to be turned in to the homeroom teacher or the school office.
- Unidentified clothing and footwear will be placed in the lost and found box.
- Misplaced books should be returned to the main office. All students should write their name and homeroom in each textbook in the indicated space.
- Unclaimed articles will be forwarded to a charitable organization periodically throughout the year. **The school is not responsible for the personal belongings of students.**
- **As per the Education Act the Administration reserves the right to search any student's locker if the Administration considers such a search is necessary to maintain the integrity and safety of the school environment in order to protect students and staff.**

## **LUNCH PROCEDURES**

Students are encouraged to bring their own lunches to school. The school has purchased several microwaves for use by the students and there is also hot water available for soup. The students are supervised and are expected to keep their areas clean.

Additionally, we have a concession that provides a light hot lunch for those students who wish to purchase food. Although not a cafeteria, the Canteen does provide students with an alternative to a home lunch. It is important to note that students may use the Canteen as a supplement to their own lunch that they bring from home. Given that it is not a cafeteria, the number of lunches provided on any given day is limited. Students are always encouraged to bring a lunch from home and use the Canteen as an occasional treat.

- At lunch time, students are expected to be seated on benches in the designated areas until 12:20 p.m. Afterwards, they are expected to remain on the school grounds for the duration of the lunch break or in a teacher supervised club or activity.

- At 12:20 students will be outside the second half of lunch. Please dress appropriately for the weather. If the weather is below -20C or colder (temperature or wind-chill) students will not go outside.
- If a student misses their bus at the end of the day and the weather is below -20C they may come back to the school and contact their parents.
- Air quality will be monitored similar to extreme cold temperatures. The suggested guideline is that students do not go outside when air quality reaches an index of 7 or more.
- As we live in community during the school day, all students are required to clean up after themselves both in the school and outside. If required, a student clean up schedule may be implemented.
- Recyclable containers should be disposed of in the receptacles provided for this purpose.
- **St. Rose School is a closed campus. Students are not permitted to leave school grounds at any time including lunch time without parental/guardian permission and parental supervision. Parents must sign out their children in the office before they leave.**

## **ORIENTATION**

We will have an orientation for the grade sevens on the first full day of school on **Tuesday, September 1, 2020.**

This will be a “special day” for grade 7 students only, where they will be able to familiarize themselves with the school, their homeroom teacher and the school opening procedures.

**All grade 7, 8, and 9 students will begin regular classes on Wednesday, September 2, 2020.**

ETS bus service will be in effect. Bus passes can be purchased prior to the first day through PowerSchool or at the office (cash only).

## **POWERSCHOOL**

PowerSchool is a web-based tool to support students and their parents in tracking student academic progress over time. Students and parents, after an initial set up with our school administrative staff, receive a confidential password to gain access into the particular students’ subject specific marks. Only the student and his/her parents have access to their grades with the password, no other student marks can be viewed. This program allows students and parents to discuss and goal set toward continued achievement.

**Note: Once you change your password, the school will have no record of the change. Please keep your password secure.**

## **PROGRAMS (FOCUS)**

### ***Accelerated Math and Accelerated Science***

The Accelerated Math and Science Programs are specifically designed for students who are academically capable of completing grade seven, eight and nine Mathematics and/or Science in two years rather than the traditional three years. It provides students with the opportunity to pursue Math 10 Common and Science 10 in their Grade 9 Junior High school year. Course requirements are rigorous, and students are commonly required to spend more time in out-of-class (home)work in order to complete the requirements successfully.

### ***Honours Language Arts***

In this program, students will read extensively, analyze critically, and pursue advanced proficiency in reading and writing. Our focus is on creativity, the development of tone, the writer's voice, and in-depth literary analysis. Honours course work is challenging and requires both academic aptitude and the ability to work independently. Students who complete the HLA program successfully are well prepared to challenge more advanced English classes at the high school level.

### ***Honours Social Studies (Grade 7 for 2020 -2021)***

The Honours Social Studies 7 program enhances the regular curriculum. Students will have the chance to create independent or small group projects that focus on a deeper understanding of Canadian history and how Canada became the country it is today. Students will have the opportunity to debate and create written responses based on a variety of sources and issues throughout the year. Students will discuss, through in-class and on-line discussions, current events that are occurring in Canada and around our world.

### **REPORT CARDS/PROGRESS REPORTS PROCEDURES**

St. Rose School uses a cumulative marking system where a student's progress is continually being updated. We consider evaluation as an integral and very important part of the learning process. Student progress is updated regularly and can be viewed on PowerSchool Parent or PowerSchool Student. Formative Assessment practices are mandatory in Edmonton Catholic Schools, so we encourage you to discuss up to date assessment data with your child's teachers.

**Please note that first semester complementary course (options) marks (grades eight and nine) are final as of January 29, 2021.**

E-mails will also be sent out in November and March, to remind parents to check PowerSchool for interim updated grades. Parent/Student/Teacher conferences occur in November and March. Conference times are excellent opportunities for parents to provide teachers with insights regarding their children and for teachers to update parents on their child's progress. If you are unable to attend the conferences and a conference is required, please arrange an alternate time to meet. **Parents are also encouraged to contact respective teachers to discuss concerns about their child's progress at any point throughout the year.** Conferences will be supplemented by informal communication between home and school in the form of phone calls and email as deemed necessary by the teacher. Parents are encouraged to check PowerSchool regularly to monitor their child's progress throughout the year.

Teachers often maintain a virtual classroom (usually Google Classrooms) to which students and parents both have access. Please watch for a teacher email invitation to "join" the classroom. This is an excellent method for you to be involved in your child's education.

The Provincial Achievement Exams and school-issued exams constitute a percentage of the student's final grade.

### ***Final Exam Weighting***

St. Rose School's Final Exam Weighting Policy is as follows:

- Grade 7 Final exams are weighted 15%
- Grade 8 Final exams are weighted 15%
- Grade 9 Final exams are weighted 15%

St. Rose School does not have a formal “No Zero Policy.” Every attempt will be made to encourage students to complete all work required for evaluation purposes in a reasonable and timely manner and parents will be notified. We trust our families to make school and the completion of assessments a priority. Exceptional circumstances are left to the discretion of the school administration in consultation with the teacher and the parents.

#### *Requirements for Promotion*

A student will be promoted to the next grade if:

- The student has a general average (all subjects) of 50% or more, and
- The student has 50% or better in at least four of the core subjects of Language Arts, Mathematics, Social Studies, and Science.
- If a student has not met the criteria for promotion, the Division’s High School Transition Program may be required prior to entry into Grade 10.

Under special circumstances, with the consultation of the student’s parents/guardians and District Office, a student may be promoted to the next grade even though he/she has not achieved these academic requirements. This may occur if it is felt that retention in the grade or a recommendation to the District High School Transition Program would not benefit the child.

**Grade nine students and parents should note that students entering Grade 10 should have a minimum mark of 50% in the core Academic Subjects. Please note that each high school sets its standard for admission into various courses/programs. A 50% does not guarantee admission into a desired course or program. It is often the case that requirements are much higher than 50%. It is the responsibility of students and their parents to be aware of course/program requirements. Students with less than 50% in these subjects may have their High School Program choices restricted. High Schools have the right to accept or limit student registration based on their Admission Criteria and grades.**

#### **RESTRICTED AREAS**

We ask that students keep away from the staff parking area as well as private yards and lawns near the school. The gym, classrooms, library, fitness centre and computer lab may only be used by students when supervised by a school staff member in accordance with division regulations.



## **SCHOOL HOURS\* for the Current (2019-2020) School Year**

For the 2019-2020 school year St. Rose School is on a six-day rotating time schedule.

Please note that schedules change on a yearly basis. The school communicates these changes to our families well in advance of the implementation.

**\*Scheduling for the 2020-2021 school year will be done in spring 2020**

### **Regular Day**

Entry Bell	8:20 a.m.
Announcements	8:30 a.m.
Block 1	8:36 a.m. - 9:30 a.m.
Block 2	9:32 a.m. - 10:25 a.m.
Block 3	10:30 a.m. - 11:24 a.m.
Block 4	11:26 a.m. - 12:20 a.m.
Lunch	12:20 a.m. - 1:00 p.m.
Block 5	1:00 p.m. - 1:55 p.m.
Block 6	1:57 p.m. - 2:51 p.m.
Dismissal	2:51 p.m.

### **Early Dismissal Day Thursday Schedule (Flex Days)**

Entry Bell	8:20 a.m.
Announcements	8:30 a.m.
Homeroom Flex	8:36 a.m. - 8:44 a.m.
Block 1	8:49 a.m. - 9:54 a.m.
Block 2	9:59 a.m. - 11:04 a.m.
Block 3	11:09 a.m. - 12:14 p.m.
Early Dismissal	12:14 p.m.

### **Early Dismissal Day Thursday Schedule (Non-Flex Days)**

Entry Bell	8:20 a.m.
Announcements	8:30 a.m.
Block 1	8:36 a.m. - 9:10 a.m.
Block 2	9:12 a.m. - 9:46 a.m.
Block 3	9:50 a.m. - 10:24 a.m.
Block 4	10:26 a.m. - 11:00 a.m.
Block 5	11:04 a.m. - 11:38 a.m.
Block 6	11:40 a.m. - 12:14 p.m.
Early Dismissal	12:14 p.m.

## **STUDENT ACTIVITIES**

The school sponsors various co-curricular and extracurricular activities that are intended to develop leadership, to foster self-discipline, to develop school spirit, to improve student-staff relationships and to enhance the learning opportunities of our students. These activities are an important part of school life as they expose students to different experiences and offer students opportunities to socialize in a different context with their classmates. We encourage all students to participate and ask parents to consider these activities as part of the school experience.

## **STUDENT SUPPORT**

In order to give students every opportunity to succeed, a positive working relationship between school and home is vital. There are two Learning Coaches who can be accessed if academic concerns arise. Additionally, St. Rose has a Family-School Liaison Worker (FSLW) available to work with students on a limited basis to provide immediate support and make referrals as needed.

The Student Team Advisory for Youth (STAY) program is an ECSD supported program found in all ECSD junior high schools. It is comprised of a social worker and a retired City of Edmonton police officer who focus on educating, mentoring and empowering students toward making positive choices. These Edmonton Catholic staff members provide individual, small and large group sessions on various topics such as: drug and alcohol awareness, self-esteem, healthy living, and responsible decision making.

## **TELEPHONE**

A phone has been provided in the office for students to use for contacting parents.

## **TRANSPORTATION**

ETS school specials run to West Edmonton Mall and to Leger (Riverbend). ETS bus passes are provided through our office at the beginning of each month. Transportation payments are determined by provincial and district guidelines. We communicate this information to our families as we receive it. If bus passes need to be purchased, payment can be made by Visa and Mastercard on-line or by cash at the school office. St. Rose is not served by yellow busses.

## **ST. ROSE CATHOLIC JUNIOR HIGH SCHOOL CODE OF CONDUCT**

### **Rationale**

The primary focus of our student code of conduct is to help students learn how to address issues of dispute, develop empathy and become good citizens both within and outside of the school community. The purpose for our code of conduct is summarized as follows:

- To establish and maintain a welcoming, caring, respectful, and safe learning environment for all students and school staff
- To establish and maintain an appropriate balance between individual and collective rights, freedoms, and responsibilities in the school community
- To establish and publish expectations for student behavior while at school, at a school-related activity or while engaging in an activity that may have an impact on others in the school

Considering the above purpose, St. Rose adheres to the Alberta Human Rights Act, and the Canadian Charter of Rights and Freedoms which prohibits discrimination on the basis of an individual's race, color, ancestry, place of origin, religious beliefs, gender (including pregnancy, sexual harassment, and gender identity), physical disability, mental disability, marital status, family status, source of income, or sexual orientation. Discrimination on any of the prohibited grounds in section 4 of the AHRA is unacceptable behavior.

### **Student Responsibilities:**

Courteous, respectful, self-advocacy behavior and respect for the rights of self and others are among the most important student responsibilities. If a student is guided by concern for others, good manners and sportsmanship, she or he will be able to assume these responsibilities. At St. Rose students:

- Contribute to their own faith development
- Know that utmost effort is expected every day in all areas of school life
- Have respect for self, others and their property
- Contribute to a positive learning environment
- Recognize parents and teachers as partners in their education
- Learn responsibility, organization and self-discipline

### **Parent Responsibilities:**

The parent ensures that his or her conduct contributes to a welcoming, caring, respectful and safe learning environment at St. Rose Junior High School.

### **Behaviour**

The School Act requires that the student code of conduct includes statements about what is acceptable and unacceptable behaviour by students. The School Act indicates that these statements apply whether or not the behaviours occur outside of the school building or school hours or where the unacceptable behaviour takes place electronically, provided the behaviour has an impact on the school or individuals in the school.

### **Statements of Acceptable Behaviour**

- Respect yourself and the rights of others in the school
- Make sure your conduct contributes to a welcoming, caring, respectful and safe learning environment in the school that respects diversity and fosters a sense of belonging of others in your school

- Refrain from, report and refuse to tolerate bullying or bullying behaviour, even if it happens outside of the school or school hours or electronically
- Inform an adult you trust in a timely manner of incidents of bullying, harassment, intimidation or other safety concerns in the school
- Act in a manner honouring your school and appropriately representing you.
- Attend school regularly and punctually
- Be ready to learn and actively engage in and diligently pursue your education
- Know and comply with the rules of your school
- Cooperate with all school staff
- Be accountable for your behaviour to your teachers and other school staff
- Contribute positively to your school and your community

Students will be held accountable for conduct that occurs outside of the school building or school day and electronically (e.g. social media), if the conduct negatively affects a member of the school or interferes with the school environment.

### **Unacceptable Behaviour**

- Behaviours that interfere with the learning of others and/or the school environment or that create unsafe conditions
- Acts of bullying, harassment, or intimidation, including bullying through the use of social media.
- Physical violence
- Retribution against any person in the school who has intervened to prevent or report bullying or any other incident or safety concern
- Illegal activity such as:
  - Possession, use or distribution of illegal or restricted substances
  - Possession or use of weapons
  - Theft or damage to property

### **Consequences of Unacceptable Behaviour**

The consequences of any unacceptable behaviours take into account the student's age, maturity, and individual circumstances; in other words, a "zero tolerance" approach to behaviour with a "one size fits all" approach to consequences is not consistent with the amended Act. The specific circumstances of the situation and of the student need to be taken into account when determining appropriate consequences. For example, any special needs that the student has – whether they are physical, behavioural, communicational, mental health, trauma, etc. – must be considered.

### **Support Provided for Those Affected by Unacceptable Behaviours**

Support will be provided to students impacted by unacceptable behaviour and to those students who engage in unacceptable behaviour. Examples of how support could be provided to students that have engaged in unacceptable behavior or have been the recipient of an unacceptable behaviour include mentoring, restorative processes, regular check-ins with teachers, FSLW (Family School Liaison Worker) or STAY (School Team Advisor for Youth) officer.

## **SCHOOL PROPERTY AND RESOURCES**

Students are expected to treat school grounds resources, the building, and its facilities with a strong sense of civic pride. Accepting this responsibility will help to maintain learning resources and ensure a clean, pleasant and healthy environment.

- All damage, accidental or intentional, must be immediately reported. Every mitigating circumstance will be taken into consideration in assessing responsibility and liability for such damage. Failure to report damage that has occurred will result in the offender being open to the serious charge of deliberate and willful vandalism. He or she will be expected to accept the consequences for this behavior.
- Theft is a serious offence and students involved in stealing may be asked to withdraw from St. Rose. If apprehended, police will be involved, and formal charges will be imposed.

## **INTERVENTION STRATEGIES**

The school promotes and encourages appropriate behavior patterns that are conducive to a good learning environment. To achieve this, teachers generally deal with discipline concerns in their classrooms. As educators, we respect each student's right to the best possible education. We expect students to cooperate and behave in a respectful manner in order to achieve this goal. For any student who has difficulty in fulfilling his/her responsibilities, there will be appropriate consequences. Appropriate consequences could be:

- Personal discussion with the student
- Asked to sit in another supervised classroom
- School community service
- Contacting parents
- Excluding a student from class for the duration of a period
- Completion of required work in isolation in a quiet supervised area
- Exclusion from extracurricular activities such as dances, sporting events, fieldtrips, etc.
- Other measures as deemed appropriate

If required, the teacher will refer the student to a member of the school administration. There may also be occasions when the administration, teacher, Learning Team Coordinators, parents and students meet to examine and resolve problems. Parental support and cooperation is required to ensure student cooperation and emphasize appropriate behavior.

A student's behavior may be so severe that it causes or creates substantial disruption or interference with a school function, activity and/or interferes with the health, safety or well-being or the rights of other students or staff members. This kind of behavior will result in an "in-school suspension", "out of school suspension" or possibly a "request for expulsion".

- a) The "in-school suspension" is usually one day. In an "in-school" suspension students are removed from class for the duration of the day. Parents are notified.
- b) The "out of school suspension" could be for 1-5 days. Parents are contacted by telephone advising them of the suspension and requesting their child be picked up from school. A letter is sent to parents outlining the suspension and conditions for reinstatement. A parent/guardian conference with the principal or assistant principal is required before the student's reinstatement to school.
- c) A "request for expulsion" constitutes a suspension that may extend beyond five days. If the student is not reinstated within five school days from the date of the suspension, the principal shall in addition to informing the parents/guardians verbally and in writing, inform the office of the Superintendent verbally and in writing of the "request for expulsion." At this point the procedures as stipulated in the district's "Administrative Procedures" take effect.

A suspension should not be regarded as a punitive act. A suspension is given to a student in order to remove him/her from a situation where his/her actions are detrimental to the welfare of himself/herself and/or others. The suspension gives school personnel the opportunity to investigate the problem, to bring the problem into focus with the parents/guardians and student, and to seek a remedial course of action. It also gives the student an opportunity to develop a personal plan of action to prevent further occurrences of the problem. The remedial course of action may involve:

- implementation of certain procedures within the school
- the student being placed in another school in our system to allow a fresh start away from the source of difficulty
- placement in a setting in the community which will be more suitable to his/her particular needs.

**Behavior that could result in one of these courses of action includes:**

- Possessing, using or transmitting any object that can reasonably be considered to constitute a weapon.
- Possessing, using, selling, buying, transmitting, or concealing any alcoholic beverage, narcotic or hallucinogenic drug, marijuana, barbiturate, amphetamine, or intoxicant
- Possession, use or distribution of vapes or related substances/materials
- Gambling on school premises or at school events
- Failure to comply with the smoking restrictions on school property as established by the Edmonton Catholic School System
- Any conduct threatening to use or counseling other persons to use violence, force, coercion, extortion, threats, intimidation, fear or disruptive means
- Fighting or any other form of violence
- Blatant sexual behavior
- Willful destruction of property
- Habitual neglect of responsibility
- Willful non-compliance or disobedience
- Inappropriate use of internet technology or cyber-bullying
- Other serious misconduct

Expulsion from the school district is determined by the superintendent and school board.

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## RELIGION PROGRAM OVERVIEW

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The purpose of the *Religion* program is to assist young believers in nurturing their relationship with God in and through Jesus in the context of a “Spirit-filled” community.

By using the “faith summary” of the Apostles’ Creed, this program allows young believers to participate with the Church in exploring the dimensions of our relationships with God, Jesus and the community of the Holy Spirit.

### **Religion 7**

The grade 7 Religion program is called *Believe in Me*. Part 1 of the Creed.

### **Religion 8**

The grade 8 Religion program is called *Stand by Me*. Part 2 of the Creed.

### **Religion 9**

The grade 9 Religion program is called *Be With Me*. The program provides opportunities for students to evaluate their lifestyle and choices in light of the values revealed by Jesus’ life, teachings and the Beatitudes.

<b>COMPLEMENTARY COURSES IN GRADES EIGHT AND NINE</b>
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<b>All grade seven students take a second language and music</b>
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<b>Please note:</b> Due to timetabling restrictions, staffing and enrolment, some of the following complementary courses might <b>NOT</b> be offered during a specific year.
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## **ART**

The Art program encourages students to think and communicate more creatively. In this program the students experiment with the elements of art and design and are introduced to two and three dimensional compositions investigating the effects of controlling form, color and space in response to selected visual problems. They use a variety of media to complete projects such as sculptures, relief compositions, paintings and drawings and are involved in research in order to study the history of art and the compositions of individual artists.

## **COMMUNICATION TECHNOLOGY**

This is an introductory career and technology course exploring various aspects of visual communication and media awareness with an emphasis on basic photography and video production.

## **COMPUTER SCIENCE**

Students are introduced to the theory of programming and several programming languages, from basic HTML/JavaScript to Python/PHP/Perl. The Scratch programming environment and Raspberry PI will be utilized extensively to meet these goals.

## **FILM STUDIES**

The Film Studies program is focused on developing the ability of students to think critically about films in terms of content, filming techniques and theme through viewing a multitude of genres of film and producing their own piece of work.

## **FOODS**

The Foods program at St. Rose School provides students with the opportunity to develop life-long skills in areas indispensable to everyday life. The Foods program introduces students to basic food safety, basic kitchen equipment and reading and following recipes. The students are involved in a number of different food labs. The students complete food modules, which may include *Baking Basics*, *Simple Snacks and Appetizers*, *Fast, Healthy and Convenience Foods*, *Cultural and Ethnic Foods* or *Meal Planning for Enjoyment*.

## **JUNIOR ACHIEVEMENT**

The JA program will give students an opportunity to run a business by creating a company of their own. Students will create business teams, develop a product and take that product to market. There is an application process students must undergo to be selected for this class.

## **MUSIC**

Music instruction takes place in a wind ensemble setting. This is an activity-oriented class whereby students explore music through the use of modern day, concert-band instruments. These instruments are separated into three distinct categories of woodwind, brass and percussion instruments. Students also explore a variety of musical styles ranging from classical and baroque through Latin American and into pop and rock genres of music.

The most exciting aspect of instrumental music at the junior high level is that it is a new experience for most students. Learning a new musical instrument with the extracurricular opportunities such as Tour Band and the opportunity to perform offers a wide variety of unique opportunities.



With the chances to perform and gain new confidence it is an essential component of a well-rounded and balanced education.

## RECREATION LEADERSHIP

The Recreation Leadership program will provide students with the knowledge, skills, and attitudes required to be effective young leaders within the school and surrounding community. This course is meant to encourage students to learn how to successfully plan, organize, and implement programs in the school and community. Developing these skills will facilitate students in becoming positive life-long contributors to our society. Recreation Leadership allows participation in a variety of activities in the areas of team building, self-awareness, communication skills, and group roles and responsibilities.

We believe that our bodies, intellects, and talents are gifts of God. Our response to these gifts is gratitude that finds expression in taking care of, enhancing, and developing these gifts for our own sake and the sake of the community. Participation in learning about leadership helps students develop and share their strengths, grow in interpersonal skills and learn and refine qualities like loyalty, perseverance, dependability, and respect. Leadership skills help build spiritual and religious character through attitudes, work habits, priorities, and relationships.

## SECOND LANGUAGES

The aim of the program of studies for Second Languages is to encourage the learning of the language as a means of communication and as an integral part of students' general education. The target language is not only the subject, but also the medium of instruction, comprised of four components: experience/communication, culture, language and general language education.

Current second language instruction has evolved from and retains many of the strengths of traditional approaches in second language teaching, but at the same time, it incorporates the experiential aspect of language learning.

1. **Experience/Communication** - students participate in various language experiences that will enable them to express their experiences, ideas and feelings.
2. **Culture** - students seek information on and understand different aspects of the target culture in Canada and elsewhere with a view to broadening their awareness of these cultures.
3. **Language** - students understand and use the sound symbol system, vocabulary grammar and discourse features to fulfill their communicative intents in various situations.
4. **General Language Education** - students become aware of the nature of learning and its role in the students' development.