



**ST. ROSE**  
CATHOLIC JUNIOR HIGH SCHOOL

**STUDENT HANDBOOK 2026 - 2027**

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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 435 junior high school students. St. Rose is located in the Parkview area next to Edmonton's beautiful river valley. As a school of choice, our students come from many elementary schools from across 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 the development of 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 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 our students' work is showcased around the city. We celebrate our Catholic faith through sacramentality, a commitment community, a reverence for scripture and tradition and a disposition to faith and hope. It is through sharing the Gifts of the Holy Spirit with others where we achieve that success in our school and social justice activities. 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, please contact us at your earliest convenience.

Yours in Catholic Education,

Mrs. Winch  
***Principal***

Mr. Pisani  
***Assistant Principal***

## Vision

Our students will value integrity, curiosity, and compassion as they work to uplift others and develop into transformative leaders of faith.

## Mission

The mission of St. Rose School is to provide a Catholic education that inspires students to strive for academic excellence within an inclusive community centred on love, leadership, and service.



## **GENERAL SCHOOL INFORMATION**

### **We All Belong Here**

Our school is committed to providing an inclusive, welcoming, caring, respectful, and safe Catholic learning environment that promotes the well-being of all students. As part of this commitment, Edmonton Catholic Schools has Administrative Procedure 172, which outlines how to report incidents of racism and discrimination.

There is no room for discrimination or racism at our school. If you experience or witness racism or discrimination, talk with your family, your teacher, or a trusted adult at your school. If you are in a situation where you need help and you feel there is no one you can talk to at home or school, then please use the reporting form found on [ecsd.net/reportdiscrimination](https://ecsd.net/reportdiscrimination). When you make a report to a teacher, administrator, or staff member, or through the reporting form, an investigation will begin. It is brave to speak up.

If you need immediate help, you can contact the Kids Help Phone by calling 1-800-668-6868 or texting 686868.

### **Communications**

Open and positive communication between the home and the school is one of the most important contributions we can make for the educational development of our children. By working together, we will help all students achieve their academic best.

All school information is included in our student handbook and/or our school website. Updates and reminders will be sent via our school division email communication system on a regular basis throughout the year; please let our office know if any of your email addresses change during the year. Student academic progress will be available online for viewing. It is highly recommended that parents go online at least once a week, or more, to stay up to date with your child's academic progress. Of course, phone calls and meetings with teachers are always welcome and recommended whenever the need arises. It is not necessary to wait for student-led conferences to meet with your child's teacher. Teachers will do their best to accommodate meeting times. Open lines of communication for students, staff and parents are important. Concerns and suggestions should be discussed with the person directly involved.

Lines of communication are:

1. Parental concerns regarding their own child must be addressed first with the staff member involved.
2. If concerns persist, please notify the principal or assistant principal.
3. All efforts will be made to resolve any conflicts in a positive and timely manner.

### **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 their parents

have access to grades with the password, no other student marks can be viewed. This program allows students and parents to discuss and set goals toward continued achievement.

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

**We are a cashless school** and payments for school fees, field trips and bus passes are made through your Parent Portal. The PowerSchool site is accessed at: <https://powerschool.ecsd.net/public> School Staff will assist new families with creating a Parent Portal account through PowerSchool early in the school year.

### **School Website**

Our website is updated regularly and includes general information, calendars of events and school council news. Visit our school website located at <https://strose.ecsd.net/>

### **Outdoor Sign**

In addition, special announcements, notices and reminders regarding upcoming events will be posted regularly on our outdoor sign.

### **Hours of Operation**

Our timetable works on a weekly basis, with Thursday early dismissal day. Student schedules will be a Monday to Friday schedule. The Thursdays before Christmas Holidays and Spring Break will be a full day of instruction for students with the Fridays being an earlier dismissal.

**ST. ROSE JUNIOR HIGH SCHOOL  
HOURS OF OPERATION 2026-2027**

Outside Supervision starts at 8:10 a.m. & doors open each morning at 8:20 a.m.  
Please DO NOT drop students off prior to 8:10 a.m., particularly in cold weather.

### REGULAR DAYS (Monday, Tuesday, Wednesday and Friday)

**8:20 AM** Bell and Lockers (Gather materials for a.m. classes & proceed to Homerooms)  
\*There is no homeroom registration block – students will proceed directly to their block 1 class

**8:25 – 9:16** Block 1 (Prayer)

**9:18 – 10:09** Block 2

**10:09 – 10:12** Locker break

**10:12 – 11:07** Block 3 (Announcements 10:12 – 10:16)

**11:09 – 12:00** Block 4

**12:00 - 12:20** Lunch - Inside

**12:20 - 12:40** Lunch – Recess

**12:40 – 12:44** Bell and Lockers (Gather materials for p.m. classes & proceed to block 5)

**12:44 - 1:14** Block 5

**1:16 - 2:07** Block 6

**2:09 – 3:00** Block 7

**3:00** Dismissal

### EARLY DISMISSAL DAY (Thursday)

**8:20 AM** Bell and Lockers (Gather materials for a.m. classes & proceed to Homerooms)

**8:25 - 9:10** Block 1 (Prayer)

**9:12 – 9:57** Block 2

**10:01- 10:17** Wellness (In block 3 class)

**10:07 – 11:02** Block 3

**11:04 – 11:49** Block 4 11:48 AM Dismissal

### ARRIVAL OF STUDENTS

Students are encouraged to arrive at school no earlier than fifteen minutes before registration at 8:25 a.m. They are to wait **outside** the following designated entrances. Students will leave through the same doors at the end of the evening:

- Grade 7's - East entrance
- Grade 8's - North entrance
- Grade 9's – Northwest entrance

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

## ATTENDANCE AND PUNCTUALITY

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

### Excused Absences

#### Reporting a Student Absence

Edmonton Catholic Schools utilizes the SchoolMessenger SafeArrival system to simplify reporting absences for families. It is available 24 hours a day, 7 days a week, and you can report your child's absence in advance using any of these options:

- **SchoolMessenger App** (iOS or Android)
- **PowerSchool** (click on the SchoolMessenger icon in the left hand menu)
- **Website:** [go.schoolmessenger.ca](http://go.schoolmessenger.ca)
- **Phone:** 1-833-788-7662
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Using SchoolMessenger is quick, convenient, and helps keep your school informed and your child safe. For full instructions and more information, visit [ecsd.net/reportingabsences](http://ecsd.net/reportingabsences).

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 the school prior to the student being allowed to leave. Parents/Guardians **must** contact the school by e-mail, phone, or written note. Students will only be allowed to leave with parents/guardians or adults that are 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 of the entire class.

- **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.

## **School Messenger**

The automated phoning system called School Messenger is being used by Edmonton Catholic Schools to report student absences. The system will call out twice daily (after 9:00 am and 1:00 pm). If your child is not at registration and no parent phone call has been received excusing your child, the system 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.

## **Program of Studies**

Alberta Learning specifies the concepts and skills all students in grades seven through nine are expected to learn and demonstrate. The curriculum is organized into two main course areas: core and complementary.

### **Core Course Instruction**

Core instruction includes the following subjects: Religion, Language Arts, Mathematics, Social Studies, Science, Physical Education, and Health

### **Complementary Course Instruction**

Complementary courses offered are broken into three broad areas. They are broken down for your reference on the following chart:

#### **International Languages**

French as a Second Language

#### **Fine/Performing Arts**

Art  
Drama  
Instrumental Music

#### **Career Technologies Foundations**

Construction  
Communication Technology  
Fashion Studies  
Film Studies  
Foods Recreation  
Leadership  
Junior Achievement  
Design Studies with a focus in STEM

## **FOCUS PROGRAMS**

### *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*

A program that 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. They will also be involved in elections that may be called during the school year. Through in-class and on-line discussions, students will discuss and expand on current events in Canada and around our world.

### *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, nine and ten Mathematics and/or Science in junior high. Course requirements are rigorous,

and students are commonly required to spend more time in out-of-class (home)work to complete the requirements successfully.

## **Textbooks/Locks**

All students will have access to textbooks in each of their classrooms to assist them with their learning at school. Students will be given a lock supplied by the school for their main locker. Replacement locks will cost \$13.

## **LOCKER USE PROCEDURES**

- Each student will be provided a lock at the school. 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.
- 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 into 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 or responsible for locating stolen or lost items.**
- **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.**

## **Assessment of Learning**

Sound assessment practices are based on the principle that assessment of the academic performance of our students is an on-going process. Teachers assess students by using classroom participation (subject specific), oral and written work, test results, and quality of assignments produced. Home/school conferences, demonstration of learning, report cards and the use of PowerSchool are used to promote good communication

between parents and teachers in the reporting of student progress. Summary reports are prepared from the records maintained by teachers.

At the beginning of the year, students will be informed about how they will be graded and assessed in each subject. A course outline will be posted on the student's Google Classroom. Parents are encouraged to review this document in September with their child. Teachers maintain Google Classrooms that complement classroom instruction. Teachers post information regarding instruction materials, assessments and supplementary resources for students and parents to access.

## **Progress Report**

PowerTeacherPro, a grading program, will again be used this year to report assessments to parents and students. With this program, student assessments will be linked to the specific learner outcomes from the Program of Studies. This will allow students and parents to view their grades at any point and see specifically, the outcomes related to those grades. All core and complementary marks are calculated cumulatively and reflect demonstrated growth and development over the course of the school year.

Progress reports are available for viewing through the Parent Portal at regular reporting periods and you can print a copy if you wish directly from your account. Listed below are the semester terms for the year:

Semester 1: September to January 29  
Student Led Conferences – November 19

Semester 2: February 1 to June 29  
Student Led Conferences – March 18

## **Final Grade Mark Calculation**

Using a cumulative marking system, 85% of the final grade that the students receive in Language Arts, Math, Science, and Social Studies is calculated based on schoolwork; the remaining 15% of the mark comes from the final exam. For detailed expectations related to course work, please refer to each subject course outline posted on the Google Classroom. Marks in Religion, Health, Physical Education and complementary courses, will be a cumulative mark coming from process and product work with no final exam.

## **Homework/Assignment Policy**

At St. Rose Catholic Junior High, between one to two hours per school night are recommended for most students for homework and/or study. Those students in the Honours 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, practicing an instrument, or reading. Homework is used strictly for formative assessment purposes and is not assigned a grade unless students are completing an unfinished assignment. Completion of homework and assignments is required to ensure academic achievement. Parents can check PowerSchool on a regular basis to stay informed. Due dates are to be respected by all students. Research indicates that regular homework leads to higher academic achievement, as well as improved study skills and attitudes. Policy for late assignments will be shared on your child's subject course

outlines. Failure to complete homework and/or an assignment may result in the student completing it at lunch and/or afterschool, or loss of privileges. In addition, their mark will be calculated as not handed in.

## **LATE ASSIGNMENTS PROTOCOL – New for 2026 - 2027**

### **Step 1 - Multiple Attempts at Communication**

In the event that a student fails to submit their classwork on the given due date, our teachers will make multiple attempts to establish effective communication. These efforts may include, but are not limited to:

- Documentation of the missing assignment and **two week** deadline in PowerSchool
- Face to face conversation with the student
- An email or phone call to families or an in-person meeting.
- Staff will attempt to connect with students to provide support in assignment completion.

### **Step 2 - Creation of Supportive Plans**

During the communication period, a collaborative plan will be created between the teacher and the student. The plan aims to provide necessary support and resources to help the student complete their classwork successfully within two weeks past the assignment due date. It will take into account the student's individual circumstances and any challenges they may be facing. Teachers will also utilize the missing flag in PowerSchool and note the assignment as NHI (not handed in) which is equivalent to a zero. A comment will also be made to note the final two-week deadline on PowerSchool. On Thursday, teachers may refer students with missing assignments to the Eagle's Nest which is a teacher monitored room where extra support will be available.

**After the two-week timeframe has passed, and no assignment has been handed in, the mark will stay as an NHI (which is equivalent to a zero) and cannot be changed.**

### **Missed Exams**

Students who miss exams must write the exam on the Thursday following the missed exam in the Eagle's Nest. The teacher will note the incident in PowerSchool. After multiple absences on exam days are noted, the teacher will contact parents.

### **Exemptions from Assignments**

We understand that exceptional circumstances can arise, such as the death of a loved one or critical illness, which may significantly impact a student's ability to complete their classwork. In such cases, our teachers will approach these situations with compassion and empathy. We will consider exceptional circumstances on an individual basis, allowing flexibility and providing appropriate accommodations as needed.

We believe that open lines of communication, collaborative planning, and understanding exceptional circumstances are vital components of our commitment to student success. Together, we can create a supportive community that encourages growth, resilience, and achievement for every student.

## **CHEATING**

Cheating and plagiarism to complete an assignment will not be tolerated.

### **1<sup>st</sup> incident**

- The incident will be documented in PowerSchool
- The teacher will communicate the cheating/plagiarism to the student, parent, and the School Administration.
- If a student is found cheating or plagiarizing, the teacher will provide an alternative assignment to the student. In addition, the student's final grade on the assignment will be reduced by 20%.

### **2<sup>nd</sup> incident**

- The incident will be documented in PowerSchool
- The administration will contact the parents
- A zero will be given for the test/assignment

No alternative assessment will be given if a student cheats on a test/exam. A zero will be given.

## **ARTIFICIAL INTELLIGENCE POLICY**

The use of artificial intelligence to complete an assignment will not be tolerated. In ECSD, no tools have been approved for student use.

The teacher will communicate the AI use to the student, parent, and the School Administration. If a student is found utilizing artificial intelligence, the teacher will provide an alternative assignment to the student. In addition, the student's final grade on the assignment will be reduced by 20%. If a student chooses to use artificial intelligence on the alternative assignment, a grade of zero will be given.

## **Provincial Achievement Tests**

Alberta Education requires Grade 9 students to write an exam in Social, Science, English Language Arts and Math, scheduled for May and June.

Provincial Achievement Tests will be administered on the Vretta Digital Assessment Platform.

<https://abed.vretta.com/>

## Procedural Information

### 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.

### TRANSPORTATION

ETS school specials run to West Edmonton Mall and to Leger (Riverbend). St. Rose Junior High School transitioned to the Edmonton Transit ARC system as of September 1, 2023. Should your child or children require one, they will be provided a one-time FREE ARC card. It is a reusable card that the students will hold on to for as long as they will ride Edmonton Transit. This system is monitored and controlled by Edmonton Transit, not Edmonton Catholic Schools.

- Online Monthly ARC card reload needs to be purchased through Parent PowerSchool prior to the ending of the month. ARC takes 48 hours to load card from time of payment.
- ARC card should be registered on Myarc.ca, this secures your loaded funds if you happen to lose your card. Funds can be transferred to new ARC Card.
- Students will need to tap their card ON and OFF the bus.
- Cash payment can not be taken. You can pay interact or credit card online.
- If the card is lost it is \$6.00 to replace at school and may take 48 hours to have funds transferred over to new card. Or you can purchase at kiosk/store for \$10.00 and will allow minimal rides until transfer of funds is complete.
- No monthly purchase will be made after the 15<sup>th</sup> of the month.

For further information please visit the following link to read up on the new system and have some of your questions answered.

<https://www.myarc.ca/customer-service/questions-answers>

### Announcements

Announcements will be made through our morning broadcast which takes place at the beginning of Block 3. All students are required to remain seated in their Block 3 classes and be prepared to listen quietly to the announcement. We will begin each school day in prayer over the intercom.

## **Visitors**

As guardians of the students, we ask that all visitors, including parents, siblings and relatives, check in at the office before contacting students or teachers.

## **Fire Drill/Crisis Management Lock down**

Fire drills and lockdown drills will be carried out early in the school year and throughout the year without warning. This is to ensure that all students know and follow the correct procedures for emergency situations. Practice is necessary to ensure your child's safety.

## **School Safety/Video Surveillance**

To assist in providing a safe and secure school environment, St. Rose School has video-monitoring equipment. The intent of this security precaution is to ensure all hallways and outdoor areas are safe and secure for all our students and that the school is as theft and vandal free as possible. Students who are involved in activities of vandalism and/or theft will enter the discipline cycle. A reminder to students that it is their responsibility to keep their locker locked at all times

## **Accidents and Illness**

First aid will be given to any student who is injured on the premises or on the school grounds. If the parent cannot be reached, we will contact the person who is listed as an emergency contact in our Student Information Records. Therefore, it is extremely important that we have accurate contact information from parents. If a phone number changes, please inform the school immediately!

## **Medication**

School staff members are not permitted to administer medication without completion of the division “Request for Administration of Medication/Medical Treatment” form by the parent. In some cases, the physicians’ signature is required. If your child has an allergy that could result in a severe reaction, please make the office staff aware immediately. **Students requiring medication for emergency situations (asthma inhaler, Epipen) must carry them on their person, and know how and when to administer it.**

## **Backpacks/Bags/Purses/Satchels/Wallets**

Students will be able to use lockers. Backpacks, bags, purses, wallets and satchels will not be permitted in classrooms. Students should refer to their daily timetable to ensure they bring only the essentials for their classes for the day. Students will be given 2 copies of their timetable.

## Valuables

Do not bring large sums of money or valuables to school when they are not needed, as there is always the danger of loss or theft. **THE SCHOOL WILL NOT BE HELD RESPONSIBLE FOR LOST OR STOLEN ITEMS.** Students who refuse to lock their lockers run the risk of items being stolen and not investigated.

## Student Telephone Access

- Free Student Phone – Located in the office, this phone is a courtesy phone for students. Students may use this phone with permission.

## 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.

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 Division supported technology.

## Cell Phones

Students are encouraged to bring personal learning devices to school and are expected to follow appropriate digital citizenship rules and etiquette. The use of cell phones and earbuds will be permitted before 8:20 am and after school. **At all other times, including lunch hour, cell phones, smart watches, and earbuds will remain on silent mode in lockers.** As a forward-thinking community, we want to help teach and promote appropriate technology practices as well as digital citizenship. This policy will help students stay more present and engaged in their learning. The intent is to support them in their academic success by removing a major temptation and distraction and promoting face-to-face social interaction and connection.

We realize that there are times when parents need to contact their child during the school day. If the matter can wait until lunch or after school, we encourage parents to contact their child at that time. If the matter is urgent and it is during class time, parents will need to contact the office at 780-483-2695.

Consequences will result for those students who cannot follow school policy. Policy is in effect while students are in the school building and during school field trips. This includes school events that may extend past our

regular school time such as sporting events, drama, band etc. Students who are not able to follow the expectations run the risk of not participating in future events and/or field trips. Students who engage in the misuse of their smart watches will face identical repercussions as outlined.

### **Personal Camera Use and taking of Photographs (includes cameras on personal devices)**

Personal camera/video use is not allowed at St. Rose at any time due to POPA issues.

#### **1st incident**

- Incident is documented and device is held by the teacher until the end of the day at which time the device will be returned to the student.

#### **2nd incident**

- Incident is documented and the device is given to an administrator
- device held by the administration until the end of the day at which time the device will be returned to the student.
- Parents will be contacted.
- Students will be required to hand in their device to the office every morning and picked up at the end of the day for a period of time.

#### **3rd incident**

- Incident is documented and the device is given to an administrator
- Parents will be contacted
- Suspension of student as per student conduct policy

### **Consequences for Chromebook/Tablet Misuse**

If a student misuses their Chromebook—using it for non-instructional purposes or in a manner not approved by the teacher—their technology privileges and ECSD login credentials will be revoked for one week. We encourage families to purchase laptops and Chromebooks for school use. Tablets can be a distraction as students use chat features and social media apps during learning time. Our goal is to minimize distractions for our students and keep them safe while in our care.

#### **First Offense**

- Incident is documented and device is held by the teacher until the end of the day at which time the device will be returned to the student.
- If a student is using a school owned device, they use will be suspended for the day

#### **Second Offense**

- The incident will be documented.
- The student will lose access to their Chromebook and ECSD login for one week.
- The teacher will contact the student's parent/guardian to inform them of the incident and explain the consequence for a third offense.

### **Third Offense**

- The incident will be documented.
  - An administrator will contact the student's parent/guardian.
  - The student may be suspended in accordance with the student conduct policy.
- \*Consequences will be determined on a case-by-case basis, depending upon the severity of misuse

### **Computer Use**

St. Rose School no longer has computer labs.

- For students without a personal computer, Chromebooks may be signed out by a classroom teacher, as needed to complete assignments.
- 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 Division policy and Responsible Use Agreement.
- Students are strongly 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.

We receive many questions about whether Edmonton Catholic has a purchasing program for computers. We do not. At St. Rose, students require access to technology to do research, work on Google Classroom, use virtual textbooks, write, take notes, and so much more. We do have a limited number of Chromebooks in the school, but access to their own piece of technology is highly recommended as it provides the child with an advantage in the classroom and at home. **Chromebooks and laptops are preferred over tablets.**

### **Physical Education Attire/Lockers**

Physical Education clothing includes any of the following: athletic shorts, sweatpants, T-shirt, or sweatshirt. Students are encouraged to have a change of clothes (top and bottom) for PE classes. Running shoes are a requirement for every Physical Education class. All students are encouraged to bring a deodorant stick as well. Due to allergies, illness and safety, aerosol cans/perfumes/colognes/spray/ are NOT permitted.

### **Lost and Found**

Students are asked to label their property and are encouraged to check the lost and found box for any clothing, shoes, books, materials or other personal property lost during the year. Students are reminded to regularly check for lost items. Prior to Christmas break, spring break, and summer break, unclaimed articles will be donated to a charitable organization.

## **STANDARD OF DRESS**

### **St. Rose Catholic Junior High School Standard of Student Dress**

#### **Philosophy:**

In Edmonton Catholic Schools, students are expected to dress in a manner that honors the dignity of the human person, who was created in the image of God, and that supports an inclusive, welcoming, caring, respectful, safe, and Catholic learning environment that promotes the well-being of all. Each school in the Division will have a Standards of Student Dress for their community. Understanding that it is not possible to list all the specific types of acceptable and unacceptable student dress, the purpose of establishing Standards of Student Dress is to empower students to make appropriate choices.

Students are expected to dress in a manner which is appropriate for the school day or for any school sponsored event. All students shall come to school dressed in a comfortable manner that allows them to be authentically who they are, while also meeting the standards in this document.

Students who do not meet the Standards of Student Dress will be required by the school principal or their designate to meet the standards before participating in school activities. Schools will facilitate the enabling of students to meet the standards in such situations whenever possible.

Student dress must maintain personal safety and the safety of the school community. Students are not permitted to wear articles of clothing, jewelry or accessories that indicate or suggest membership in or affiliation with any group or organization that does not support a welcoming, caring, respectful, safe, and Catholic learning environment that respects diversity and fosters a sense of belonging.

Underwear must not be visible or exposed, and buttocks and nipples must be covered with opaque fabric and remain so during all activities over the course of the school day.

Students at St. Rose must wear:

- A shirt or the equivalent (tops) with fabric in the front, back, and sides under the arms
- Pants or the equivalent (bottoms), and
- Shoes

\*courses or activities may require specific attire for safety or curriculum purposes (ie: CTF/CTS, PE, science labs, field trips)

Students at St. Rose may wear, as long as they are in alignment with this standard's philosophy:

- T-shirts, sweatshirts, sweaters, tank tops
- Jeans, leggings, sweatpants, skirts, dresses, shorts
- Hats and other headwear must allow the face to be visible to staff, and not interfere with the line of sight of any student or staff. Hoodies must allow the face and ears to be visible to school staff. Additionally, headwear can be worn that is specifically required for religious observance (i.e. hijab, yarmulke, turban) or for medical reasons.

- Clothing with logos or text on it that is positive in nature, respectful, or implies or encourage a healthy lifestyle/choice for children and youth.

Students at St. Rose may not wear:

- Articles of clothing, jewellery or accessories that indicate or suggest membership in or affiliation with any group or organization that does not support a welcoming, caring, respectful, safe, and Catholic learning environment that respects diversity and fosters a sense of belonging
- Articles of clothing that discriminate based on age, religion, gender, gender identity/expression, body type, race, ability, and socio-economic status
- Articles of clothing with words or text that depict or imply hate, violence, profanity, drugs/drug use, alcohol/alcohol use, sexual activity, or criminal activity.

Students who have not met the standard, as outlined above, will be addressed in the following manner:

- At the first possible opportunity for a private conversation, the staff member who has identified the issue will speak to the student about the concern in a manner that respects their privacy and dignity. Care will be taken to avoid “shaming” or statements of bias.
- The student will be presented with options to bring them into closer alignment with the standard for the remainder of the school day such as:
  - Wearing another article of their own clothing which they have at school that is in alignment with the standard.
  - Contacting a parent or guardian to bring in an article of clothing that is in alignment with the standard.
  - Borrowing an article of clothing from a friend that is in alignment with the standard.
- Where possible, students should not be required to wear school owned replacement garments and should never be required to wear specific garments as a disciplinary measure.

## **EXTENDED HOLIDAYS**

Our 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. 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. Due to the fluid nature of the learning environment, it is unreasonable to request a teacher provide all of the work in advance.

If a child will be missing school for an extended period, 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 their teachers prior to an absence to find out what work they will be missing. All missed work, assignments and/or exams must be completed before returning to class after their absence. 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 in **May and June** 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 **February 28, 2027**. This will enable the school to possibly make the necessary arrangements with the School Division 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 field trip, duration and cost will be emailed home for each excursion. Parent permission forms are detailed and require specific information to be completed by the parents/guardians. Please assist us by printing and completing the permission 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.

## **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 with the cost to the family. 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.**

## **LUNCH PROCEDURES**

**St. Rose Junior High school has a Closed Campus Policy. This means that students are not permitted to leave the school grounds at any time during the school day.**

Students are not permitted to leave the school grounds during the noon hour unless they live within easy walking distance of the school and are on an established Home for Lunch list maintained in the office. We have

a duty of care toward our students, and we cannot provide adequate supervision if they are not on the school grounds. In addition, the lunch hour is not long enough for most students to go home.

Students are encouraged to bring their own lunch to school. Microwaves, as well as hot water, will be available to students.

Additionally, we have a concession that provides a light hot lunch for those students who wish to purchase food. **The concession will be available starting September 14.** 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. **New for this year: the canteen will be cashless. Families may buy a pre-paid punch pass on PowerSchool in \$10 or \$20 values. These cards will be distributed every Monday morning. Lost cards will not be replaced.** Cash will not be accepted on site.

- At lunch time, students are expected to be seated in hallways 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 p.m. students will be outside for the second half of lunch. Please dress appropriately for the weather. If the weather is below -20°C or colder (temperature or wind-chill) or if the air quality is poor, students will not go outside.
- If a student misses their bus at the end of the day and the weather is below -20°C they must come back to the school and contact their parents.
- Air quality will be monitored like extreme cold temperatures. The suggested guideline is that students do not go outside when air quality reaches an index of 7 or more.

## **SKIP THE DISHES AND OTHER DELIVERY SERVICES**

There are to be **no** Skip the Dishes and other deliver services to students during the school day. We are constantly monitoring the safety of our students, and this includes outsiders visitors. Although their services are a convenience and fill a need in society, our ability to monitor drivers, who are essentially strangers, is difficult. Our priority is to make our community a safe place.

## **ASSEMBLIES AND CELEBRATIONS**

Throughout the school year there will be occasions when we will be gathering 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.

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 classrooms, 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:

- No personal devices enter a sacred space
- No food or drinks be brought including gum
- 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.

Our school belongs to the Parish of St. John the Evangelist, located at 9830-148 St., phone 780-452-3988. Father Dean Dowle is the parish priest and Sophie Ogle is the pastoral associate.

## **RESTRICTED AREAS**

We ask that students keep away from the staff parking area as well as private yards and lawns near the school. We also ask students to not be in the front of the school during lunch hour. The gym, fitness room, and classrooms may only be used by students when supervised by a school staff member in accordance with division regulations.

## **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**

To give students every opportunity to succeed, a positive working relationship between school and home is vital. There is one 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.

## **Meet the Staff Event**

**On Tuesday, September 1, 2026** students and their families are welcome to drop into the school to meet our staff. Students will be able to see their class lists, meet their homeroom teacher, and tour the school. We also

encourage students to bring their school supplies and set up their lockers. Please come any time between 3:00 to 6:00 p.m.

## **ORIENTATION**

We will have an orientation for the grade sevens on the first full day of school on **Wednesday, September 2, 2026.**

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.

**Grade 8 and 9** students will be at school for their orientation from **8:20 a.m. to 12:00 p.m. on Thursday, September 3, 2026.\***

**All grade 7, 8, and 9 students will begin regular classes on Friday, September 4, 2026.**

\*Regular ETS bus service will be in effect. Students will require alternative transportation on the grade 8 and 9 orientation days.

## **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:

- Students are expected to conduct themselves in a manner that safeguards and contributes to a safe and caring environment that fosters and maintains respectful and responsible behaviours. Every individual plays a vital role in respecting diversity and fosters a sense of welcome and belonging for all members of the school community.
- 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. As a result, students and staff members are protected from discrimination. More specifically, discrimination refers to any conduct that serves to deny or discriminate against any person or class or persons regarding goods, services, accommodation, or facilities that are customarily available to the public, and the denial or discrimination is based on race, religious beliefs, colour, gender, physical disability, mental disability, ancestry, place of origin, marital status, source of income, family status, or sexual orientation.

### **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, they 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.
- Refrain from engaging in violence of any kind at school and during school-related activities.
- Assist in the prevention of violence without putting the student's own safety or well-being at risk, by co-operating with school staff and supporting intervention efforts. Students are encouraged to report incidents of concern to school staff

### **Parent Responsibilities:**

Parents are expected to conduct themselves in a manner that supports a safe and caring learning environment through respectful and welcoming behaviour within the school community.

### **Behaviour**

The Education Act requires that the student code of conduct includes statements about what is acceptable and unacceptable behaviour by students. The Education 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.
- Students are expected to conduct themselves in a manner that safeguards and contributes to a safe and caring environment that fosters and maintains respectful and responsible behaviours. Every individual plays a vital role in respecting diversity and fosters a sense of welcome and belonging for all members of the school community.
- Refrain from, report and refuse to tolerate bullying or bullying behaviour, including bullying that occur within the school, during the day or by electronic means.
- 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 honoring 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 that occur within the school, during the day or by electronic means.
- 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 are 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. Based on individual needs, the procedure will contain a continuum of supports to correct the unacceptable behaviour and support those students impacted by inappropriate behavior.

### **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 the Administration of the school.

### **SCHOOL PROPERTY AND RESOURCES**

It is the responsibility of everyone to maintain a clean environment by respecting the property of the school and that of the other students. Accepting this responsibility will help to maintain learning resources and ensure a clean, pleasant, and healthy environment.

- Replacement of textbooks that are lost, damaged, or abused will be the responsibility of the student.
- Theft is a serious offence and students involved in stealing may be asked to withdraw from St. Rose. It is important that all students take care of their personal belongings, keep them locked up, and secured in their lockers. We encourage students to leave valuables at home, as the school is not responsible for lost items.

### **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 to achieve this goal. For any student who has difficulty in fulfilling their 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 or until student is regulated.
- 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. The student will stay at school and completed assigned work in a supervised area.
- 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 Division'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 the student from a situation where their actions are detrimental to the welfare of themselves 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 the student's 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 Division is determined by the Superintendent and School Board.

## **AWARDS**

Please take time to read the following changes that have happened to our Honours/Honours with Distinction criteria. The Alberta Government has placed grade 9 Provincial Achievement Tests up to the last day of school in June. Due to this change, it is very difficult to include final exams in our standards for Honours/Honours with Distinction.

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 final mark lower than 70% or with the overall level of achievement below "Proficient" in these subjects or any other subjects (core and complementary). Academic honesty must be maintained to be eligible for Honours/Honours with Distinction.

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, which will not include the final exams.

### ***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 30, 2027, if you are interested in the award.

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.

The successful candidate for the award will receive a plaque with their 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 their 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 behaviour has exemplified, in an extraordinary way, the core values of the Edmonton Catholic School Division.
- Any student who exhibits outstanding leadership skills and who uses their ability to benefit others.

- Any student who has shown strength to overcome obstacles in their 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.