



**2015-2016**

# **STUDENT HANDBOOK**

## **Allendale School**

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**EDMONTON PUBLIC SCHOOLS**

## Administrators' Message

Welcome to the 2015-2016 school year at Allendale School! We are very pleased that you have chosen to be a student at Allendale School and we look forward to an outstanding year together. We are a school that offers many unique and dynamic educational programs for students in grades seven, eight and nine. Allendale School, "The Small School with BIG Opportunities," offers a high standard of education, many complementary courses, and the very best in athletics, arts and extracurricular activities – something for everyone!

Academic achievement is our number one priority. Students are expected to do their best in all course work and pursuits. Allendale School provides four programming opportunities for students: Regular Academic, Cogito Academic Alternative, German Bilingual, and Interactions. Each provides students with exceptional opportunities for learning. All of our students are enrolled in at least one second language course and an active Physical Education program. To accompany the strong academic program, we offer a diverse and high quality selection of complementary courses.

In addition to a focus on high academic achievement and a broad selection of complementary courses, intramurals, team, and extracurricular activities are offered to our students. All students will participate in cross-graded house activities and weekly homeroom time focused on citizenship, character development and bullying prevention. We will continue to build a great school community where you will feel cared for, respected and safe. We strive to develop strong student leaders, promote excellent character and citizenship and prevent any form of bullying behavior.

Our school continues to be so very fortunate because of the support and encouragement of your parents. Your parents who help you be successful, who participate in our school life, and who work with our staff to ensure you are given every opportunity for a successful year.

We are confident that you will have a very successful year as you have chosen to be part of a really fine school. This school year will provide you with many opportunities to meet new people, make new friends, try new adventures and learn more about yourself. Act with confidence and pride as you progress through grades seven, eight and nine. Make the most of this year and ensure that one year from now you can look back and say you have done your very best to be a great student, loyal friend and respectful citizen.

Welcome to the 2015-2016 school year at Allendale School!

Mr. Darrell Sush – BEd, MEd – Principal  
Mr. Lloyd Grosfield – BEd, MEd – Assistant Principal

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# About Allendale

## **ALLENDALE'S HISTORY**

Did you know that Allendale School has been serving South Edmonton children since 1913? During that time, parents, community, and staff have energetically worked together to provide a caring and responsive environment in which thousands of students have learned and achieved a great deal.

The original Allendale School, a two-storey wooden structure, was built on a former farm property purchased from the Allen family. This original school served as an elementary school until 1949 when the first phase of the existing school was built. It wasn't until 1956 that the junior high wing was added. To cope with an increasing enrolment, a second wing was added in 1970. Indeed Allendale has a rich past, a meaningful present, and a promising future!

## **SCHOOL MISSION STATEMENT**

Allendale School, in partnership with students, parents, and the community, exists to develop life-long learners who strive for personal and academic excellence.

## **RESPECTFUL LEARNING AND WORKING ENVIRONMENTS**

Edmonton Public Schools, in co-operation with its staff groups, is committed to creating a healthy, respectful learning environment for students, staff members, trustees, parents, volunteers and contractors.

We recognize the worth of every person without discrimination. We are committed to working toward the elimination of objectionable behaviour in our schools and workplaces, and to maintaining an environment that is respectful, safe, nurturing and positive for everyone.

Please help us achieve this goal by interacting in a manner which respects the dignity and value of others.

# Student EXPECTATIONS

## **SCHOOL EXPECTATIONS "Tradition of Excellence"**

The highest possible standard of student achievement can be reached when students, staff, and parents work to meet specific expectations.

As outlined in the School Act, Section 12,

**"A student shall conduct himself or herself so that to reasonably comply with the following code of conduct:**

- (a) be diligent in pursuing his/her studies;
- (b) attend school regularly and punctually;
- (c) cooperate fully with everyone authorized by the board to provide education programs and other services;
- (d) comply with the rules of the school;
- (e) account to his/her teachers for his/her conduct;
- (f) respect the rights of others."

Good citizenship, respect, compassion and empathy are the basis of everything we do at Allendale School.

### Eagle's Creed

- We will not bully others
- We will help others who are bullied
- We will include students who are left out
- If we know somebody is being bullied, we will tell an adult at home and at school.

At Allendale we have high expectations for the behaviour of our students. We are very pleased that the vast majority of our students consistently demonstrate excellent conduct in the classroom, the school, and the community.

## **Common Student Expectations for Allendale Students**

1. Students are expected to show courtesy and respect for themselves, others, their property, and the school.
2. Students are responsible to keep their parents informed about their academic performance and school events, and bring information from their parents to the school.
3. Students will not bring personal property to school which could disrupt teaching or be potentially dangerous. Such items will be removed from students to be returned to parents.
4. Students are expected to enter and exit the school in a respectful manner. Students will use areas of the school that are supervised by staff. Students who are not actively supervised after regular school hours are asked to leave the building within 20 minutes of the dismissal bell or, in inclement weather, wait quietly at the front doors.
5. Students will walk in an orderly manner throughout the school.
6. Students will walk their bikes on school grounds and lock them in the bike rack.
7. Students using bikes, skateboards, scooters and roller blades on school property must wear proper safety gear.
8. Students will respect the school dress code.

## **Student Use of Technology**

Our goal is to help students make effective and appropriate use of all the technology in the school to maximize their learning. Our expectations are:

- Students and staff may bring personal electronic devices to school and use them before school, during the 10 minute morning break, at lunch and after school within the building. However there is no expectation that all students will have a personal electronic device.
- These devices may be taken into class but they must be turned off (not just silenced) and not used unless the classroom teacher specifically invites students to use them for a classroom activity.

- Our breaks are designed to provide time to transition from one class to another. Personal electronic devices will remain off during five minute breaks between classes.
- Personal electronic devices will not be used during tests or exams.
- We will work together to ensure anyone using a personal electronic device in Allendale School does so in a respectful and appropriate manner. If necessary, classroom teachers will provide consequences for inappropriate use of personal electronic devices during class time.
- Any threats or inappropriate use of technology, whether in the school or elsewhere, at any time of the day, evenings, weekends or whether it is at school or elsewhere, will be dealt with by school authorities.
- Prior to bringing a personal electronic device to school, students and parents will be asked to sign the Allendale School Student Expectations agreement.

## **OUTSIDE OF CLASS TIME EXPECTATIONS**

### **BEFORE SCHOOL**

Students are expected to arrive at school between 8:10 - 8:25 a.m. If it is necessary for a student to arrive earlier, they will work quietly in the student lunch room until 8:00 a.m. unless they are under the direct supervision of a staff member.

### **LUNCH TIME**

Grade Seven students not going to their own home for lunch are expected to stay on school grounds over the lunch break. All students are expected to conduct themselves appropriately whether they are on or off the school grounds.

The library, the lunchroom, the gyms and various other areas are open during the lunch hour. Students are encouraged to use the school grounds at noon hour. Sports equipment may be signed out from the gym to use outside. Students using the playground equipment will do so in a respectful manner.

## **AFTER SCHOOL**

Students will leave the school in an orderly fashion. All students will leave the school within 20 minutes after the dismissal bell unless they are in a supervised activity or their parents have made a prior arrangement.

## **ATTENDANCE AND PUNCTUALITY**

Research has demonstrated a strong link between regular attendance and student achievement. Classroom activities are important and much of the discussion that takes place in the classroom cannot be replicated. Students are responsible for catching up on any missed assignments. **Parents are responsible for contacting the school office about all absences of their child the morning of or before the time of the absence.**

A student who arrives late for class

- a) must sign in at the office,
- b) go to his/her class immediately and quietly

Students who come late as a result of a medical or other appointment should bring a letter, form, or certificate showing the reason for being late. It must be signed by a parent or guardian. The late will then be excused.

Information regarding attendance can be accessed on SchoolZone.

## **CARE OF SCHOOL PROPERTY**

We are proud of our school and work hard to keep it clean and comfortable for everyone. Students are responsible for caring for textbooks, desks, lockers, and any other material or equipment that they utilize. Lockers are school property and can be opened and searched if deemed necessary by staff. We continue to upgrade our resources and to improve our school facility to better serve the needs of our students. Throughout the year all classes assist in our school ground clean up.



## **DRESS CODE**

Board policy requires that students meet acceptable standards of dress and grooming to ensure that their appearance demonstrates self-respect and respect for others and does not interfere in any way with teaching and learning. Students are to dress in appropriate “business casual” attire.

Appropriate “business casual” attire means

- Clothing which covers the chest, back, and midriff.
- Shirt/top that touches the pants/skirt at the hipline or waistline with no exposed skin.
- The length of skirts, dresses, and shorts must show good judgment and be appropriate for the school environment.
- Clothing which covers undergarments at all times.
- Appropriate indoor footwear is worn at all times.
- Hats, caps, or other headwear are not to be worn inside the school unless for religious reasons.
- Clothing that does not display inappropriate slogans, symbols, or graphics.
- Jackets, sunglasses, caps, hats, and bandanas are to be worn outdoors only.

The school staff may ask a student to change into more appropriate dress. Fair and reasonable judgment will be shown in the implementation and administration of this policy.

## **ILLEGAL DRUGS and WEAPONS**

Allendale School provides a safe learning environment for all students. School staff will deal with students who are caught using illegal drugs, who are in possession of drug paraphernalia or who bring a weapon to school. Drugs include, but are not limited to, alcohol and tobacco. Students caught in possession of or using drugs, alcohol or weapons will be dealt with severely. Consequences may include suspension and/or expulsion from Allendale School and may involve Edmonton Police Services.

## **HOMEWORK**

### **Purpose:**

Homework is an important part of the school program at Allendale School. Research shows that students who set aside a regular time for homework are more successful in school. It also indicates that students learn more when they complete homework that is graded, commented upon or discussed by teachers and parents. Regular homework helps to develop good lifelong study habits, enables parents to monitor their child's progress, and strengthens the ties between home and school.

As part of our focus on improving student achievement, we encourage all students to use their agenda planning book on a daily basis. This will ensure that students are aware of and well prepared for homework expectations. It also provides an opportunity for parents to become knowledgeable about their child's learning activities.





Regular homework may consist of

- extra skill development and practice;
- completion of assignments/projects;
- completion of work not finished in class;
- studying for upcoming tests and exams;
- organizing notes, quizzes, etc. in binders;
- reading assignments and reading for pleasure;
- reviewing the concepts learned that day or week with parents (studies show that 70% of learned material is forgotten within three days if there is no review).







Students can expect to have between from 45 to 90 minutes of homework daily.

Students, teachers, and parents all have a role in making the homework policy work. The roles are as follows:









### **The Teacher:**

-  communicates with parents as required. All staff are using Schoolzone regularly;
-  provides appropriate feedback to the student;
-  assigns work as outlined in the “Purpose” (see above);
-  clearly posts homework assignments in the classroom and on SchoolZone with due dates.

### **The Student:**

-  maintains high quality work;
-  takes home all necessary materials;
-  completes/returns assigned work when it is due;
-  reviews their student agenda with their parent(s);
-  writes down exactly what the assignment is at school.
-  regularly checks Schoolzone

### **The Parent:**

-  reviews the student agenda on a daily basis;
-  reinforces the importance of doing homework;
-  provides a quiet distraction free place to work;
-  provides a supportive attitude about homework;
-  acts as a consultant, offering support and help when their child asks;
-  reviews their child’s agenda and ensures their homework is complete;
-  when assisting, asks leading questions so their child can discover errors for themselves (homework is the student’s work - not the parent’s);
-  reviews attendance, homework and assignments, and student achievement on SchoolZone or may request printed copies of the same.

## **SCHOOLZONE**

Allendale School uses the Edmonton Public School's School Zone Service. This resource enables students, parents, and school staff to interact on a regular basis.

### **What you need to know...**

- ❖ You will receive SchoolZone account credentials (user ID and password) to access information about each of your children. If you have more than one account you can merge your accounts so you view information about all your children from one account. You keep the same account for as long as your children attend an EPS school.
- ❖ Please change the password to something you'll remember.
- ❖ Logon to SchoolZone frequently to keep on top of new information.
- ❖ If you forget your password, or have any questions about SchoolZone please contact your school.
- ❖ Just point and click to see what is available – don't worry, you can't change or delete anything. Check the Help files (top right corner).
- ❖ What information will you find in SchoolZone?
  - your child's school may enter:
    - school newsletter or weekly updates
    - important dates, monthly calendar
    - important notices
    - progress reports
  - your child's teachers may enter:
    - homework information including handouts
    - class newsletter
    - course outline
    - marks
    - class events
    - fieldtrip permission forms
    - photos of special events, or speakers
    - links to websites to help with homework or assignments
  - you can also find information about:
    - attendance

- overdue library and text books
- student fee information including tax receipts
- ❖ If you don't logon every day you can be notified by email of important changes in SchoolZone. For example, if you wish to be notified when a Progress Report is posted you simply add your name to the Progress Report mailing list. Just go to the My Account tab and look for Mailing lists.
- ❖ If you use a Mac computer please review the Mac Tips in the SchoolZone news panel when you first logon.

## **JUNIOR HIGH PHYSICAL EDUCATION**

All students wear proper gym clothing and footwear whenever they are in a physical education class. Proper gym clothing consists of shorts or sweatpants, T-shirt, and gym shoes. Sweat suits are encouraged for outdoor classes. During P.E. class, students are to utilize a gym locker and must supply a lock to secure it. The locker must be locked during P.E. class and students are asked not to share combinations with other students. At the end of each class, students will clear out their locker contents and remove their locks.

## **SCENT FREE ENVIRONMENT**

**Allendale is a scent free school.** Please do not wear perfume, cologne, or other scented products. Thank you for your cooperation.

# Student ACHIEVEMENT

## **PROGRESS REPORTS**

Teachers use a variety of methods to assess students, including

- \* class quizzes and tests, common tests, and district tests;
- \* assignments and projects, and;
- \* observations of effort, work habits, attitude, and participation.

Progress Reports are issued according to the following schedule:

<b><u>Progress Reports</u></b>	<b><u>Mark Updates</u></b>	<b><u>Parent/Teacher/Student Conferences</u></b>
November 27	October 23	December 3
February 19	December 18	March 3
June 28	January 29	
	March 18	
	April 27	
	May 27	

Parent/Teacher/Student Conferences are held following the distribution of the first and second term progress reports. We encourage parents to arrange parent-teacher conferences at other times during the school year when the need arises.

Parents can also access their child's progress regularly on SchoolZone.

## **POSITIVE RECOGNITION**

Allendale School recognizes students through "Super Student" awards. These are coupons handed out to the students by individual teachers for students to enter into the draw box in the office. A draw is made weekly and two students each receive a gift certificate. These "Super Student" coupons are presented to students who have demonstrated commendable conduct, academic achievement, attendance, or effort.

Students are typically acknowledged for the following attributes:

1. Contributes to class, club or athletic activities.
2. Shows marked improvement in performance.

3. Is prepared for participation in class, club, and athletic activities.
4. Displays interest or eagerness in learning.
5. Helps others.
6. Cooperates with staff.

## **ALLENDALE SCHOOL'S ASSESSMENT POLICY**

The staff at Allendale School believe that the purpose of assessment is to gather information about student progress in order to improve teaching and learning. Assessment provides students, parents and teachers with an accurate picture of student performance in relation to the goals and objectives of the Alberta Program of Studies. Reporting provides students and parents with an accurate evaluation of student performance in relation to the goals and objectives of the Alberta Program of Studies. This assessment will help inform teachers, students and parents about what learning needs to come next. All assessment is done in the service of student learning.

- The detailed Assessment Guide is posted on SchoolZone in the Resource section.

### **Effective Assessment**

- ❖ Engages students and empowers them in the learning process. Students should be active participants in the assessment of their work. This assists students in taking responsibility for their work and in becoming life-long learners.
- ❖ Supports and reflects curriculum goals and objectives.
- ❖ Anticipates the need for students to take ownership for their learning in order to progress.

## **ALLENDALE SCHOOL ACADEMIC EXCELLENCE STANDARDS**

Honours with Distinction	90 - 100 %
Honours	80 - 89.9 %
Honourable Mention	70 - 79.9 %

**Criteria for determining students who receive Honours with Distinction, Honours and Honourable Mention:** The following criteria will be used to determine which of our students receive Honours with Distinction, Honours

and Honorable Mention. The criteria are designed to show the importance of both core and complementary courses and to also consider the amount of time students spend in each subject area.

- **Honours with Distinction:** The criteria for an honours with distinction standing is a 90% or higher mark in five subjects. The five subjects will include a 90% or higher in three of Mathematics, Science, Language Arts or Social Studies AND a 90% or higher in two of Physical Education, Second Languages (German, French), Complementary Courses (Fine Arts, CTS, etc), or History.
- **Honours:** The criteria for an honour standing is an 80% or higher mark in five subjects. The five subjects will include an 80% or higher in three of Mathematics, Science, Language Arts or Social Studies, AND an 80% or higher in two of Physical Education, Second Languages (German, French), Complementary Courses (Fine Arts, CTS, etc) or History.
- **Honourable Mention:** The criteria for an honourable mention standing is a 70% or higher mark in five subjects. The five subjects will include a 70% or higher in three of Mathematics, Science, Language Arts or Social Studies, AND a 70% or higher in two of Physical Education, Second Languages (German, French), Complementary Courses (Fine Arts, CTS, etc) or History.

The names of the students meeting these criteria will be posted on the front bulletin board after the first, second and final progress reporting periods. Those meeting the criteria for Honours with Distinction and Honors the end of the year will be presented with a certificate at the Annual Awards Ceremony. Our 2012-2013 Awards Night will be held on Wednesday, October 2, 2013.

## Student SERVICES

### **BUS TRANSPORTATION**

Students may purchase an Edmonton Transit System bus pass which are sold at noon and after school in the school office during the last two days and first three days of each month. Bus passes are non-



transferable. The cost of a bus pass is \$55.00 per month or \$470.00 annually if paid in full before September 30<sup>th</sup>. These are discounted rates and no additional discounts are available. Lost bus passes can only be replaced through the Customer Information Office at the Churchill LRT station at a cost of \$69.00.

Students are expected to behave appropriately on the bus. Students who are reported for misbehaviour on the ETS buses may lose the privilege of buying a pass from the school.

## **EXTRA-CURRICULAR ACTIVITIES**

Allendale School offers a wide variety of intramural and inter-school athletics. All students are encouraged to participate in school intramural competitions during the lunch hours and after school. In addition, all students are encouraged to try out for the Allendale Eagles' inter-school sports teams.

### Co-curricular Activities

Daily intramurals  
House activities  
Creative Writing Club  
Howling Dog Art Club  
Chess games  
Homework Club  
Improv Team  
Glee Club  
Science Olympics  
Study Buddy  
Math Mondays  
School Play  
Library Club

### Teams

Cross-country Running  
Volleyball  
Basketball  
Soccer  
Journal Games  
Cricket  
Slow-Pitch  
Badminton  
Curling  
Track & Field

## **LIBRARY**

The library is a very important part of our school and is very well used by our students.

### **Book Sign Out**

Students may sign out books for a period of three weeks before school or during lunchtime. Textbooks are normally signed out for the entire school year. Students need their bar-coded student ID card to sign out books. Lost ID cards will be replaced for a fee.

### **Overdue Books**

Books not returned on their due date are considered overdue. Students may not sign out another book until the overdue book is returned.

### **Lost or Damaged Books**

Students are considered responsible for all books (including textbooks) taken out in their name. Loss of a book requires payment for the cost of a replacement.

### **Use of Library/School Lab Computers**

When using technology in school, students are governed by the Allendale School Student Expectation agreement and make very good choices when using the library and the technology. Students must not use or view profanity, violence, or other inappropriate materials.

Students are to save school assignments in their network account and/or in their Google Apps account, which is accessible using SchoolZone. These accounts are accessed by use of a log-on name and password. For security purposes, students are not to share their password with classmates. Under no circumstances are students to use these accounts to store downloaded games, music, or any other computer files not necessary for school assignments. The account administrator may monitor these accounts

### **Photocopy and Printing Privileges**

Students may print out assignments or materials for study. The latter may be limited if the number of pages is excessive (as determined by staff). Students are to request permission at all times to use the printer or photocopier. Colour printing is at the discretion of library staff and only upon staff previewing the item first.

## **Personal Behaviour in Library**

Students are expected to recognize that the library is used by many students for study, working on assignments, or for personal reading. Therefore, loud noises or other disruptions and food and/or drink are not allowed in the library.

## **LOCKERS AND LOCKS**

Students are expected to keep their lockers clean and organized. You may find posting a copy of your timetable on the inside of your locker door useful, but do not use permanent stickers.

You may purchase a combination lock from the office for \$7.00 if you require one. You will be required to register the combination of the lock with your homeroom teacher but should otherwise keep this information confidential. **Do not share it with anyone else.** You are asked to purchase a second combination lock for the physical education lockers that will be used during class.

Although a locker appears to be a safe storage place, never bring large sums of money or valuables to school. If such items must be brought to school, they should be left with the office staff.

School lockers are the property of Edmonton Public Schools. You should be aware that lockers could be opened and searched at any time by an administrator or agent of the board without notice. However, our practice at Allendale, except on very rare occasions, is to notify a student or parent before a locker is opened.

You are responsible for seeing that your locker is kept in good order. If your locker is defaced, report the damage to your homeroom teacher as soon as possible. Any student who damages lockers or any other property will be required to pay for repairs or replacement.

## **PERSONAL PROPERTY**

Students are responsible for all personal property. The school cannot assume responsibility for lost articles. We suggest that school

supplies, electronic devices, footwear, etc. be clearly marked with student's name. Money and other valuables should not be left in or on desks or in lockers. Unidentified clothing and footwear will be placed in the lost and found box. Unclaimed articles will be forwarded to a charitable organization at various times through the year.

## **LUNCHES**

Students are encouraged to stay at school for lunch as there are many activities for them to participate in. When staying at school for lunch, we ask students to cooperate by doing the following:

- 🗑️ putting garbage in the recycle or garbage containers provided.
- 🗑️ Treat the lunch facilities and school with respect.

## **TELEPHONE ACCESS**

School telephones are for official school business. Students are permitted to use the telephone in the reception area for brief calls with permission of a staff member. Students are expected to make any out of school arrangements in advance and not to request the use of the school telephones to do so.

## **BICYCLES**

Bike racks are provided next to our school. This area is only used when parking or getting your bike. All bikes must be locked. We cannot assume financial responsibility for damaged or stolen bikes. **Remember** that helmets and bells are required by law.

## **FEES**

All students are responsible for their own school supplies. Please ensure that all personal items are clearly marked for identification.

Individual student fee information will be posted on SchoolZone at the beginning of each semester. Payment of all fees will be due September 30th except for semester two option classes which will be due on February 25th.

Payment of fees should be made by cheque payable to "Allendale School." Whenever money is sent, please indicate the student's name and grade/class information on the cheque.

## **FROM YOUR SCHOOL NURSE**



Capital Health works together with parents, schools and community agencies to provide a range of coordinated community health services for school-age children and their families. Our common goal is to improve students' health and learning outcomes. If you would like to talk to your school's nurse, please call the Bonnie Doon Public Health Centre @ 780-342-1520.

# SCHOOL OPERATIONS

## SCHOOL CALENDAR OF EVENTS 2015-2016

September 3 & 4	Operational Days (No School)
September 4	Grade 7 & New Student Orientation 1:00 – 2:30 p.m.
September 7	Labour Day (No School)
September 8	First day of classes
September 11	School Photo Day
September 16	School Council AGM & AEF meetings 7:00 p.m.
September 23	BBQ & Meet the Staff Evening 5:00 - 7:00 p.m.
September 24	Fall Classic Run (PM)
October 5	German Exchange Students arrive
October 7	Annual Awards Night 7:00 p.m.
October 12	Thanksgiving Day – (No School)
October 16	German Exchange Students depart for home
October 23	Core Mark updates posted on SchoolZone
November 6	School Photo Retakes
November 10	Remembrance Ceremony at Allendale 10:30 a.m.
November 11	Remembrance Day (No School)
November 20	Term One mark cut off
November 27	Progress Reports posted on SchoolZone
December 3	Parent/Student/Teacher Conferences (3-5 p.m. and 6-8 p.m.)
December 4	School-wide Ski Day
December 10	Winter Music Concert 7 p.m.
December 18	Core mark updates posted on SchoolZone AM: Health Day PM: Student Activities
Dec. 21 – Jan. 1	Winter Recess (No School)
January 4	First day of classes for 2015
January 25-27	Band Camp at Camp Nakamun
January 26	Last day of Semester One
January 27	First day of Semester Two
January 29	Mark updates posted on SchoolZone (all subjects)
February 1	PD Day (No School)
February 12	Term 2 Mark cut off
February 15	Family Day (No School)
February 19	Progress Reports posted on SchoolZone
February 25 & 26	Teachers' Convention (No School)
March 2 & 3	Allendale visits Grade 6 Students
March 3	Parent/Teacher/Student Conferences (3-5 p.m. & 6-8 p.m.)
March 7	PD Day (No School)
March 9	Allendale Open House 6:30 – 8:30 p.m.
March 18	Core Mark updates posted on SchoolZone
March 25	Good Friday (No School)
March 28	Easter Monday (No School)
March 29 – April 1	Spring Break (No School)
April 18	PD Day (No School)
April 26	HLAT's Writing
April 29	Mark updates posted on SchoolZone (all subjects)
May 4 & 5	School Play 6:30 p.m.

May 6	PD Day (No School)
May 10	Grade 9 Language Arts PAT Part A: AM
May 11	Gauss Math Contest (Grades 7 & 8)
May 13 (Tentative)	Allendale Track & Field Day
May 19 & 20	Day-In-Lieu (No School)
May 23	Victoria Day (No School)
May 26 & 27	Outdoor Education Grade 9 Overnight Camp Trip
May 27	Core mark updates posted on SchoolZone
May 31	Volunteer Appreciation Breakfast 7:30-8:30 a.m.
June 2	Year End Music Concert 7 p.m.
June 7-28	Germany Exchange Trip (Tentative Dates)
June 9	Grade 9 Grad
June 10	Grade 9 Year End Trip
June 17	Term 3 Mark cut off
June 20	Achievement Test Gr. 9 Science (9:00 – 10:15 AM)
June 21	Aboriginal Day (School Day)
June 22	Achievement Test Gr. 9 Math (9:00 – 10:15 AM)
June 23	Achievement Test Gr. 9 Language Arts Part B (9:00 – 10:15 AM)
June 24	Achievement Test Gr. 9 Social Studies (9:00 – 10:20 AM)
June 28	Last Day of Classes
	Final Progress Report posted on SchoolZone
June 29	Last Operational Day (No School)

### **SCHOOL HOURS**

<b>Morning Bell:</b>	8:25 am
<b>Morning Classes:</b>	8:29 am - 12:25 pm
<b>Lunch:</b>	12:25 - 1:13 pm
<b>Afternoon Classes:</b>	1:13 - 3:05 pm
<b>Dismissal:</b>	3:05 pm

### **Thursday – Early Dismissal**

<b>Lunch:</b>	11:55 - 12:43 pm
<b>Afternoon Classes:</b>	12:43 - 2:07 pm
<b>Dismissal:</b>	2:07 pm

**Homeroom Period: Thursday 9:57 – 10:27 am**

## **ALLENDALE SCHOOL CALENDARS ON SCHOOLZONE**

**There are 2 calendars posted on SchoolZone** to keep students and parents informed of current school events, 6 day cycle, student activities, clubs, practice times and scheduled interschool competitions. Please check the **“Allendale School Calendar”** and the **“Student Activities and Clubs Calendar”** for the most up to date information.

# Allendale School

## Student Expectations 2015-2016

Dear Student:

Welcome to Allendale School! We want you to have a wonderful year at Allendale School and to be successful in all aspects of your educational experiences. Your academic achievement is very important and together we will establish this as our number one priority. As well as your academic studies, we encourage you to become involved in other aspects of school life at Allendale School – the arts, intramurals, clubs, athletics, or service groups.

Allendale School is a rich community because of the exceptional students who attend our school. Each of you brings to Allendale School your talents, your abilities and your desire to be a good friend. During this school year, we will continue to spend homeroom time each week focusing on citizenship, character development, leadership and the prevention of bullying.

To ensure that we have an exceptional year together, we are asking that you and your parents review the following information together, sign it and return it to the school by September 18, 2015. Good citizenship – the demonstration of leadership, respect, compassion and empathy -- will be the basis of everything we do at Allendale School during the 2015-2016 school year.

**As a student at Allendale School, I am expected to**

- Show respect to myself, others and the school at all times
- Attend school regularly and be on time for each class
- Be prepared for and actively participate in each of my classes
- Do regular homework, hand in assignments on time and study as expected by my teachers
- Regularly check SchoolZone so that I am informed about all my school work
- Dress appropriately as outlined in the school dress code



- Ensure the safety of myself and others by not using or being in possession of any forms of drugs or weapons

**As a student at Allendale School**, I will endeavor to be a good citizen by showing leadership, respect, compassion and empathy in my daily actions. I understand and will live by the “Eagle’s Creed”:

- We will not bully others.
- We will help others who are bullied.
- We will include others who are left out.
- If we know somebody is being bullied, we will tell an adult at home or at school.
  - **Note:** Bullying is when one student or a group of students repeatedly and on purpose says or does mean or harmful things to another person. Bullying is intentional, repeated and involves a power imbalance.

**As a student at Allendale School**, I realize that technology can be a powerful tool to enhance my learning and that with the use of either my own or school technology come certain responsibilities. I understand that

- I will use all forms of technology in ways that are respectful to myself and others
- I am responsible for all technological devices that are available to me and for the content of materials I access on the internet
- I will keep secure all personal passwords and respect security issues of all students and staff
- I may bring a personal electronic device to school, but there is no expectation that I do so
- I may use my personal electronic device before school, during the ten minute morning break, at lunch and after school on school property

- I may bring my personal electronic device into class, but that it must be turned off unless I am specifically invited by my teacher to use it for a classroom activity
- I will keep my personal electronic device turned off during the five minute breaks between classes
- I will only use my personal electronic devices to record photos, videos or audio when it abides by all other school policy and I have permission of the person being recorded
- I may lose the privilege of using any technological devices at school or face further consequences if I do not use them as outlined above.

Please indicate below with your signatures that you and your parents have together read this document and that you understand the expectations that we have of you as a student at Allendale School.

Student

Name: \_\_\_\_\_

Homeroom Teacher's

Name: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

**Thank you.**

**We look forward to an outstanding year together at Allendale School.**