

# Carman Collegiate

**HOME OF THE**



**6 - 8 Handbook**  
**2019-2020**

Check us out at [www.carmancollegiate.ca](http://www.carmancollegiate.ca)  
Follow us on Twitter @CarmanCougars



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## **Carman Collegiate Mission:**

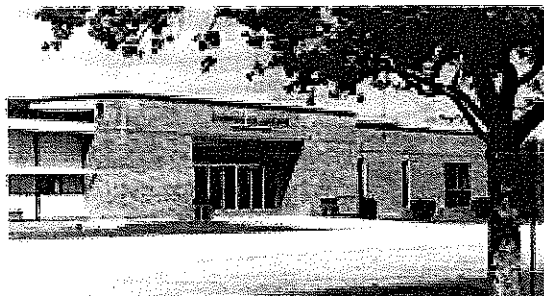
Carman Collegiate students will grow and develop holistically through a combination and variety of curricular, co-curricular, and leadership learning opportunities that ultimately prepares them for a responsible, productive and successful life path guided by respect for themselves, others and the environment.

## **Vision:**

Holistic growth encompasses academic, physical, creative, and social-emotional learning needs.

Learning opportunities will occur in a safe, supportive learning environment which appropriately recognizes and accounts for student's individual needs, abilities, interests, and learning styles.

Carman Collegiate students will graduate with a knowledge base, skill set, and ability to communicate that will allow them to be both independent and employable.



# Carman Collegiate Code of Conduct

Carman Collegiate students will grow and develop holistically through a combination and variety of curricular, co-curricular, and leadership learning opportunities that ultimately prepares them for a responsible, productive and successful life path guided by respect for themselves, others and the environment.

## **Positive Expectations:**

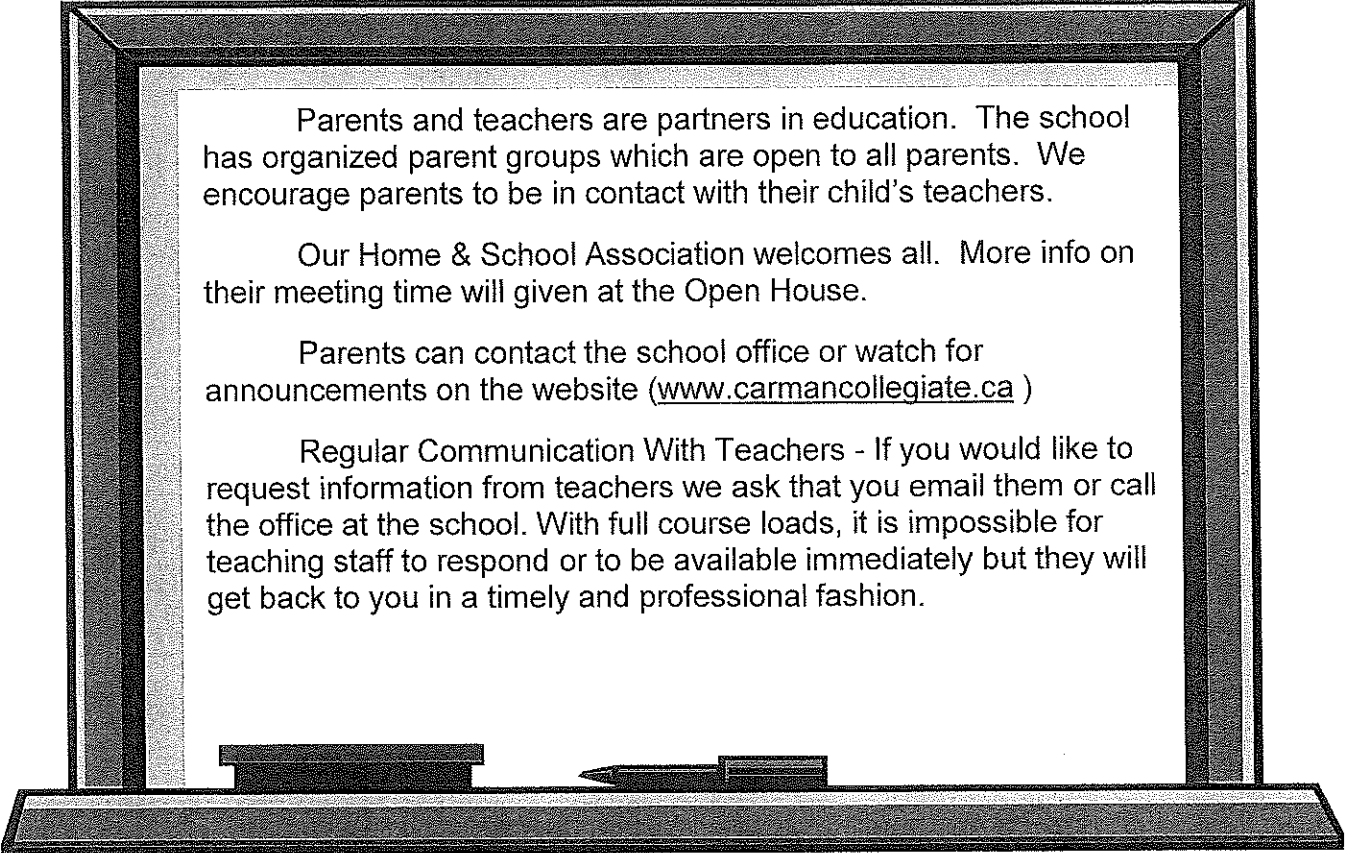
1. Be present and on time.
  - a. Have proper materials
  - b. Be positive and ready to work
  - c. Work in assigned areas
  
2. Strive for personal best.
  - a. Be prepared to work cooperatively
  - b. Be respectful to all
  - c. Complete own work
  - d. Work and allow others to work
  - e. Use time effectively for intended purpose
  
3. Have respect for yourself.
  - a. Strive for academic excellence
  - b. Live a healthy substance-free school life
  - c. Be involved in extra-curricular activities
  
4. Respect the rights and safety of others
  - a. Choose appropriate dress
  - b. Be conscientious of allergens
  - c. Demonstrate appropriate and decent behaviors
  - d. Respect individual differences
  - e. Interact with peers and staff cooperatively and safely
  - f. Use encouraging and respectful language
  - g. Respect the privacy of others and their personal belongings
  - h. Keep the school and school functions free of illegal substances and illegal activities
  - i. Use personal electronic devices when granted permission and for positive uses
  - j. Use vehicles safely and according to Divisional Policy
  
5. Respect your environment
  - a. Keep the environment clean and tidy
  - b. Care for the facility, furniture, equipment and materials
  - c. Use equipment safely and within appropriate use guidelines
  - d. Eat and drink in supervised and assigned areas

## Carman Collegiate School Goals 2019-2020

Carman Collegiate school goals effective September 2014 have been developed from research conducted on Resilience Research, The Circle of Courage, and Self-Worth Research. These areas have determined four universal growth needs of all children. The four growth needs, depending on the research area, may have different names, but the nature of the growth needs is consistent. The four areas adopted by Carman Collegiate include a combination of these research areas. They are:

- Belonging – the opportunity to establish trusting connections. Students will have a sense of significance, and the individual believes “I am appreciated.” Students will have a motivation to affiliate and form social bonds.
- Achievement – the motivation to work hard and attain excellence. Students will have a sense of competence, individuals will believe they can solve problems. Students will have the opportunity to solve problems and meet goals.
- Independence – the opportunity to build self-control and responsibility. Students will have a sense of power, individuals will believe they can set their life pathway. Students will have the motivation to manage self and exert influence.
- Altruism – the motivation to help and be of service to others. Students will have a sense of virtue, individuals will believe that their life has purpose. Students will have the opportunity to show respect and concern.

## Parent Information



Parents and teachers are partners in education. The school has organized parent groups which are open to all parents. We encourage parents to be in contact with their child's teachers.

Our Home & School Association welcomes all. More info on their meeting time will given at the Open House.

Parents can contact the school office or watch for announcements on the website ([www.carmancollegiate.ca](http://www.carmancollegiate.ca) )

Regular Communication With Teachers - If you would like to request information from teachers we ask that you email them or call the office at the school. With full course loads, it is impossible for teaching staff to respond or to be available immediately but they will get back to you in a timely and professional fashion.

**School Hours** – The school doors are open at 7:00 a.m. and close at 9:00 p.m.

**Canteen** – The Canteen sells meal tickets for \$20 each. As you buy food it will be subtracted from your card and when you have a few dollars left the canteen workers will let you know so you can buy a new one. Specials are announced weekly through our newsletter and posted in the school.

**Student Conferences** - Conferences are held twice per year in conjunction with reporting periods (November and March). We ask that Parents are respectful of the 15 minute time slots to ensure that all parents are able to see each teacher.

**Volunteering** - Parents who are interested in helping with events and activities at the school are asked to either call the office or let the supervising teacher for each activity know of their interest. If you are interested in assisting in the classroom, please contact the office. Criminal Record Checks and Child Abuse Registry Checks are required.

**Dress Code** - Parents are asked to ensure that their kids are dressed appropriately for school on a daily basis (for both warm and cold weather conditions). Please review the dress code and sign the appropriate form indicating that you have read and understand the expectations regarding clothing.

# Student Information

## General Information

1. **ALLERGY INFORMATION – We are a Nut and Scent free building!**
2. Carman Collegiate is a closed campus for our middle years students. Students wishing to leave the school at lunch must have permission from their parents in the form of a letter, and must sign out in the office when they leave.
3. Over the years we have experienced some difficulty with students crossing or walking on Highway #3. Please exercise caution when crossing this extremely busy highway. **Students are expected to use the crosswalk when coming to school and going home.**
4. Lunch Hour & Canteen: All lunch must be eaten in the canteen, outside, or other designated areas. Please cooperate by using the garbage disposal units placed throughout the school area and grounds. Drink machines are located in the canteen. Hot & cold meals and snacks etc. can be purchased in the canteen as well as meal cards that can be purchased for \$20 (Debit available). Students must be seated while eating lunch. Each student is responsible for picking up paper and solid refuse. We are recycling. Please dispose of bottles and cans in the proper containers – all “spills” should be wiped up immediately. The canteen will be open from 7:30 a.m. – 3:40 p.m. There are 3 microwaves in the canteen area for student use.
5. All students will be expected to be at school from 8:55 a.m. – 3:40 p.m.
6. There is a phone for student use located just outside the main office.
7. Parents are asked to contact students through the office, and not to call during class time, unless it is an emergency. For any calls that do come in, a message will be taken and given to the student at the end of classes. All messages for students must be into the office prior to **3:00** each day. Please note devices/phones are used in class as tools for learning, and teachers may restrict the use of cell phones to that purpose.
8. All visitors are asked to report to the main office. Parents picking up their children for appointments, please check in at the office.
9. All absentees are asked to account for their absence by a phone call (verbal) or a signed note (written) to the office.
10. In order to be excused from regular classes for special events (sports, field trips . . .) students are responsible for informing their teachers prior to the event and for obtaining assignments and keeping up with course work.
11. The LOST & FOUND is located in the gym. The Lost & Found will be cleared each term with articles given away to charity organizations.



12. LOCKERS: Lockers are supplied to students at Carman Collegiate. You must provide your own lock. KEEP YOUR LOCKER LOCKED AT ALL TIMES! Students are reminded to keep their assigned lockers neat and tidy. Students cannot trade lockers.
13. Students are asked to exercise caution in leaving valuables (Money, watches, wallet, etc.) lying around the school (ie. Change room) The school WILL NOT be responsible for any valuables lost, stolen or misplaced.
14. If you are physically unable to participate in gym classes, or if there are certain phases of Physical Activity in which you should not participate, you must supply the office with an official letter from a doctor stating the diagnosis, the length of time to be excused or other pertinent information. For emergencies a note from the parents will be accepted provided the reasons are obvious.
15. IMPORTANT NOTE: All students and parents should make themselves aware of the Carman Collegiate Code of Conduct & Policies:
  - a) Academic Integrity Policy
  - b) Attendance Policy
  - c) Dress Code Policy (Divisional Policy JICA)
  - d) Drug & Alcohol Policy (Divisional Policy AJ)
  - e) Smoking Policy
  - f) Technology & Communication Device Policy
  - g) Prairie Rose School Division Code of Conduct

\* The above policies are available on the website at [www.carmancollegiate.ca](http://www.carmancollegiate.ca)

## Junior Student Council

Junior student council is open to all of our middle years students with elections in the fall. After the school year has begun, representatives from the middle years council will visit classes to talk about how to get involved and to explain how elections will take place.

**Student Groups & Noon Hour Activities** – There are student groups in the school with which we encourage our middle years students to become involved. Students need to watch for posters and listen to announcements for organizational meetings. Students can approach any teacher or ask at the office about how to become involved.



## For Middle Years Students

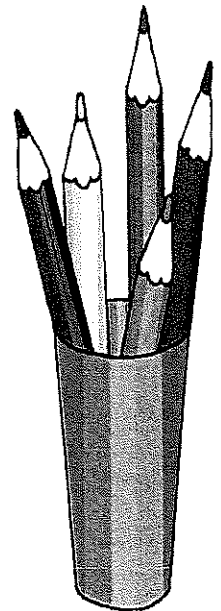
We hope that your time at Carman Collegiate is enjoyable.

Many areas of opportunity are available to you in middle years, and Carman Collegiate invites you to be a participant in the activities! Get involved!

### First Day Hints

Grade 6, 7, & 8 Students – Thursday, September 5, 2019  
Grade 9,10, 11 & 12 Students – Friday, September 6, 2019

1. Bring your supplies to school in a backpack. Lockers will be assigned in the first day and supplies can be organized in the locker.
2. Make your way to the middle years area of the school. Ask at the office if you need help finding your way.
3. Middle years homeroom teachers will be greeting you there.
4. Sometime in the morning you will attend an opening assembly in the theatre with your homeroom. Students will be given a tour of the school and introduced to all teachers at that time.
5. Ask any teacher or adult to assist you if you encounter any problems.
6. After the tour, you will return to your homeroom for registration, timetabling and other opening day procedures.



# Supply List Gr. 6-8

## General:

- 2 – 2 inch binders
- 3 – 1 inch binders
- Package of dividers for each binder
- Package of looseleaf for each binder
- Package of Hilroy scribblers
- Glue stick & bottle of glue
- 4 duotang folders
- Pencils
- Pencil sharpener
- Pens – blue or black and red
- Erasers
- Package – markers
- Package – pencil crayons
- 2 highlighters – different colors
- Scissors
- 30 cm ruler
- 2 packages of sticky notes
- Pencil case
- Lock

### Gr. 6

- Calculator (only Mrs. Mutcher)
- 4 duotangs (in addition to those on general list)
- Deck of Cards
- Protractor

### Optional:

- Ear Buds

### Gr. 7 and 8

- Whiteout (tape style)
- Scientific Calculator
- Geometry Set

### Art Students (Gr. 7 and 8 only)

- Sketch book
- Non-mechanical pencils

### Phys Ed:

- Socks and supportive, laced runners needed for all gym classes.
- Labeled t-shirt, gym shorts/sweatpants required.
- Small bag for gym clothes
- Deodorant (stick only)

### HomeEc/IA – all but Clothing

- Closed toe shoes!

If your student plans on playing after school sports they will need a uniform which is \$30 and can be ordered at the office.

Please ensure your child's name is labeled clearly on ALL supplies prior to beginning of classes.

Students may have to replenish supplies throughout the year. Other items may be added to the list as required.

# Prairie Rose School Division 2019 – 2020

## SCHOOL CALENDAR (with Hutterian religious days included)

Tuesday, September 3, 2019	Professional Development Day, No Classes (K-12)
Wednesday, September 4, 2019	Professional Development Day, No Classes (K-12)
Thursday, September 5, 2019	First Day of Classes for Students
Monday, October 14, 2019	Thanksgiving Day (All Schools Closed)
Wednesday, October 16, 2019	Early Dismissal
Friday, October 25, 2019	M.T.S. Professional Development Day (formerly S.A.G.E.), No Classes (K-12)
Friday, November 8, 2019	Administration Day, No Classes (K-12)
Monday, November 11, 2019	Remembrance Day (All Schools Closed)
Friday November 22, 2019	Student-Parent-Teacher Conferences, No Classes (K-12)
Wednesday, December 4, 2019	Early Dismissal
Friday, December 20, 2019	Last Day of Classes before Christmas Break
Monday, December 23 to Friday, January 3, 2020	Christmas Break (All Schools Closed)
Monday, January 6, 2020	First Day of Classes after Christmas Break
Monday, January 6, 2020	Epiphany – Hutterian Colony School
Monday, January 27 – Thursday, January 30, 2020	Exam Week
Friday, January 31, 2020*	Administration Day 9-12 / Professional Development Day (K-8), No Classes (K-12)
Monday, February 3, 2020	Semester II Begins (9-12)
Monday, February 17, 2020	Louis Riel Day (All Schools Closed)
Friday, February 28, 2020*	Administration Day (K-8) / Professional Development Day (9-12), No Classes (K-12)
Wednesday, March 11, 2020	Early Dismissal
Friday, March 13, 2020	Student-Parent-Teacher Conferences, No Classes (K-12)
Monday, March 30 – Friday, April 3, 2020	Spring Break (All Schools Closed)
Friday, April 10, 2020	Good Friday (All Schools Closed)
Monday, April 13, 2020	Easter Monday – Hutterian Colony School
Monday, April 13, 2020	Professional Development Day / School Improvement Planning, No Classes (K-12)
Tuesday, April 14, 2020	Easter Tuesday – Hutterian Colony School
Monday, May 18, 2020	Victoria Day (All Schools Closed)
Thursday, May 21, 2020	Ascension Day – Hutterian Colony School
Monday, June 1, 2020	Pentecost Monday – Hutterian Colony School
Tuesday, June 2, 2020	Pentecost Tuesday – Hutterian Colony School
Friday, June 19, 2020	Administration Day, No Classes (K-12)
Friday, June 19, 2020	Midland Adult Education Centre Graduation
Monday, June 22, 2020	Elm Creek School Graduation
Tuesday, June 23, 2020	Carman Collegiate Graduation
Wednesday, June 24, 2020	Miami School Graduation
Friday, June 26, 2020	St. Laurent School Graduation
Friday, June 26, 2020	St. Paul's Collegiate Graduation
Tuesday, June 30, 2020	Last Day of Classes (K-12)

	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total
<b>Instructional Days</b>	18	21	18	15	19	18	19	17	20	21	186
<b>Prof. Develop.</b>	2	1			0.5 (K-8) *	0.5 (9-12)*		1			5
<b>Admin Days</b>			2		0.5 (9-12) *	0.5 (K-8) *	1			1	5
<b>Total</b>	20	22	20	15	20	19	20	18	20	22	196

April 22, 2019

# Prairie Rose School Year Calendar 2019 - 2020

*P - Professional Development Day    A - Administration Day    D - Early Dismissal    H - Holiday*  
*S - Student/Parent/Teacher Day    G - Graduation    E - Exam week*

August				
M	T	W	T	F
			1	2
H	H	H	H	H
5	6	7	8	9
H	H	H	H	H
12	13	14	15	16
H	H	H	H	H
19	20	21	22	23
H	H	H	H	H
26	27	28	29	30
H	H	H	H	H

September				
M	T	W	T	F
2	3	4	5	6
H	P	P	1	2
9	10	11	12	13
3	4	5	6	1
16	17	18	19	20
2	3	4	5	6
23	24	25	26	27
1	2	3	4	5
30				
6				

October				
M	T	W	T	F
	1	2	3	4
	1	2	3	4
7	8	9	10	11
5	6	1	2	3
14	15	16	17	18
H	4	D5	6	1
21	22	23	24	25
2	3	4	5	P
28	29	30	31	
6	1	2	3	

November				
M	T	W	T	F
				1
				4
4	5	6	7	8
5	6	1	2	A
11	12	13	14	15
H	3	4	5	6
18	19	20	21	22
1	2	3	4	S
25	26	27	28	29
5	6	1	2	3

December				
M	T	W	T	F
2	3	4	5	6
4	5	D6	1	2
9	10	11	12	13
3	4	5	6	1
16	17	18	19	20
2	3	4	5	6
23	24	25	26	27
H	H	H	H	H
30	31			
H	H			

January				
M	T	W	T	F
		1	2	3
		H	H	H
6	7	8	9	10
1	2	3	4	5
13	14	15	16	17
6	1	2	3	4
20	21	22	23	24
5	6	1	2	3
27	28	29	30	31
E4	E5	E6	E1	AP

February				
M	T	W	T	F
3	4	5	6	7
2	3	4	5	6
10	11	12	13	14
1	2	3	4	5
17	18	19	20	21
H	6	1	2	3
24	25	26	27	28
4	5	6	1	AP

March				
M	T	W	T	F
2	3	4	5	6
2	3	4	5	6
9	10	11	12	13
1	2	D3	4	S
16	17	18	19	20
5	6	1	2	3
23	24	25	26	27
4	5	6	1	2
30	31			
H	H			

April				
M	T	W	T	F
		1	2	3
		H	H	H
6	7	8	9	10
3	4	5	6	H
13	14	15	16	17
P	1	2	3	4
20	21	22	23	24
5	6	1	2	3
27	28	29	30	
4	5	6	1	

May				
M	T	W	T	F
				1
				2
4	5	6	7	8
3	4	5	6	1
11	12	13	14	15
2	3	4	5	6
18	19	20	21	22
H	1	2	3	4
25	26	27	28	29
5	6	1	2	3

June				
M	T	W	T	F
1	2	3	4	5
4	5	6	1	2
8	9	10	11	12
3	4	5	6	1
15	16	17	18	19
2	3	4	5	GA
22	23	24	25	26
G6	G1	G2	3	G4
29	30			
5	6			

July				
M	T	W	T	F
		1	2	3
		H	H	H
6	7	8	9	10
H	H	H	H	H
13	14	15	16	17
H	H	H	H	H
20	21	22	23	24
H	H	H	H	H
27	28	29	30	31
H	H	H	H	H

